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THE

# PRINTERS' PRICE LIST

A MANUAL

FOR THE

USE OF CLERKS AND BOOK-KEEPERS
IN JOB PRINTING OFFICES

BY

THEO. L. DE VINNE.

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# PREFACE.

PRINTING has been the theme of many books. A recent catalogue contains the titles of more than eight hundred works, embracing apparently every branch of Typography. The history, the bibliography, the miscellany, the biography, and the theory and practice of Printing, have been fully, if not exhaustively treated. At first sight, it would seem quite unnecessary to add to the number. But there is one noticeable omission.

The subject of Prices has hitherto received no proper attention. In earlier days, it was the avowed purpose of the trade to keep prices secret. In our own day, this is the general practice. There are more than six thousand printing offices in the United States; there are at least twice that number of boys now learning the trade, and a still larger number who are practising the trade as journeymen. Probably not one-tenth of these workmen have even superficial information concerning the commonest current prices of the trade. It is a subject that is rarely taught. The boy or man who sets type or works press does not keep the books or take in orders, and has no opportunity to learn prices, even in an indirect way. His chance of learning them in the largest establishment is really less than in the smallest office. He may be taught everything connected with the practice of Printing, but, as the trade is now organized, he will seldom be taught the market value of his own work.

Unlike other trades, in Printing the cost of labor is but a fraction of the cost of the work. The rapid and unavoidable depreciation in the value of the type, the expense of fragile or of partially-employed machinery and material, the wages of non-producers like foremen and readers, and other contingencies, are as truly a part of the total cost as that of labor. But they are seldom adequately considered by young employers, who assess a profit on labor only.

To this indefinite knowledge concerning the actual cost of work is often added a greater ignorance concerning the value of the material upon which Printing is done. Paper is made in infinite variety of qualities, and is now sold at all prices from 12 to 75 cents per pound. But the sizes of paper are arbitrary, the descriptive names are sometimes misleading, and the computation of its value for irregular numbers is troublesome, and liable to lead to error. Nor does the difficulty of making prices stop here.

To make comprehensive prices for Printing, one must know something about kindred trades. Job Printing is intimately connected with Paper Ruling, Book Binding, Lithography, Electrotyping, Engraving on Wood and Copper-plate, and other branches of the graphic arts. It is of great importance that an employer should know the ruling prices and the

common methods of doing these kinds of work. He cannot make estimates for work with safety, without such knowledge. But it usually takes many years to acquire even a partial and rudimentary information concerning these prices. This ignorance of the true cost of work, or of the value of paper, and of the work of other trades, is a general misfortune to all persons connected with the business. Among workmen, it produces exaggerated ideas of the profits of Printing; among novices in business, it causes inadequate views as to the prices of work; among older printers, erroneous notions concerning the prices of others. Strikes, trade jealousies, and suicidal competition, are too often the natural result.

A Text-book on the Prices of Printing is needed quite as much as a Printers' Grammar on the theory and practice of the art. If it is desirable to have a book for one branch, it must be for the other. It must be as important to know how to estimate the value of work, as it is to know how to do the work properly. Theoretical instruction is certainly of more practical service in the former than in the latter case.

There are printers, however, who affect to look upon all price lists with distrust. Their objections are as great against a manuscript office list, as against a printed scale. They claim that every job in some respect differs from another, and that the only correct method of making prices is to make a special estimate and appraisal for each item of cost separately. If the making of prices were purely a question of abstract justice, in which it was necessary only to fix a fair profit upon an ascertained cost, this would be a rational, if not the best method. But it is not a simple matter to ascertain the actual cost. Nor is it practicable for any printer to make prices based exclusively on cost; for the cost of work will vary with the performance of different workmen, and customers rightfully exact uniformity in the charges for work, regardless of its cost.

Prices are made as much by usage as by cost. No printer can make prices to suit himself, in complete disregard of those of his competitors. Whoever makes charges for ordinary work in ignorance of current prices, must make many mistakes, quite as much to his own injury as to that of his competitors. His prices may be needlessly lower, or they may be so high as to appear extortionate. I have known a young printer to spend a whole day in making-ready a form of wood cuts, upon an order for one thousand copies, for which he charged but $6.00, when the actual cost of the work, that had been done intelligently and economically, was not less than $10.00. His explanation, when pressed for a reason, was, that he thought $1.50 per token was the ruling price, and that his pressman was inexpert at this work, and took too much time. These assumptions were entirely incorrect. Few printers could have done the work in less time, and those who could have done so would have charged $12.00 or $15.00 for the work. I have known a novice in business take in one thousand double medium posters for $16.00, as he believed at a fair price, and afterwards discover that the paper had cost $10.00, and the red ink $11.00, leaving him $5.00 poorer by the sale of the material, with the added loss

of all the labor. I have known a young printer to charge $12.00 for printing three thousand very small and simple labels in gold bronze, a charge which he tried to defend by showing that it took him and a helper and a press an entire day to do this work. His chagrin was great on learning that other printers would have set four labels instead of one, as he had done, and would furnish the same amount of work at less than half his cost, and at but little more than half his price. Mistakes like this are unavoidable by any one who is ignorant of prevailing prices and usages.

A price list is needed not only to define usage, but to insure consistency in charges. When estimates are made by different persons connected with the same office, on the basis of presumed cost, there will be serious differences. One will rate a piece of composition at ten, and another at fifteen hours' work. One will rate a form of presswork at $3.00 and another at $4.00 per thousand impressions. The more complex the order, the more liable it is to these discrepancies. If, in addition to paper, composition, and presswork, estimates must also be made for ruling, binding, electrotyping, and other items, the discrepancy between the two estimates is often very great. Whoever attempts to make up an estimate for such work entirely from his notions of cost, or from a vague notion of prevailing prices, no matter how able he may be at the work, will make prices quite different from those of another expert. The positive figures of a price list are needed by both persons to steady their unintentional deviations.

Such a price list is needed quite as much to make or keep uniform the prices of even one person. It is quite possible for the most methodical and exact of printers to estimate a piece of work higher at one time than he would at another. The details connected with Job work are a severe tax on the memory. Few printers would undertake, on a complex order of many items, to repeat to-day with nice precision, the estimates they gave a week ago. Few printers are so thoroughly versed in every detail of work, and so expert in calculation, that they can maintain a logical consistency in their prices, under the rapid cross-questioning of a customer. After giving an estimate for a job, one is often met with a request for a new estimate on cheaper paper, in finer type, on smaller page, in different ink, in other style of binding, for a larger or a smaller number, etc. Each request calls for an entirely new calculation, and each item should have thoughtful examination. When such prices are made in haste, there will probably be errors, and errors that are bewildering to the customer.

Estimates cannot be made in a hurry with safety. The question, What will it cost? is put to a printer almost every hour. He is required to give a ready and positive answer; to give it when he may be engaged on other work, when the answer demands elaborate and patient calculation. It is not possible for every printer, no matter how great may be his experience, to give an immediate answer. If he gives it off-hand, by some quick mental process, in which he similates the work offered to some other work, he is sure to regret it. It is too high or too low. He charges too much or too little. He repels the customer, or he cheats himself. If he sits down

to work out the calculation, he may make a great mistake. While he is making figures, the customer is asking questions about prices, numbers, types, papers, presses, inks, etc. It is difficult to make replies and estimates under such a continued interruption. A subsequent revision of the price may show that an important item has been omitted, or that a mistake has been made in calculation. It is too late. The price has been made. Whether accepted or rejected, it is unalterable. A slight error in computation, a momentary forgetfulness or inadvertence, may be the cause of serious loss, or of a repelling price to the questioner. A printed price list would furnish the materials for both a quick and a correct answer. It would abridge the time of special calculation, and would prevent errors. Its prices would be more just. Prices that have been made at leisure, after a fair consideration of probable exceptions, and after their comparison with specimens of printed work, with the actual cost of work, and with the prevailing rates, should be more exact than prices that are made on the instant and without reflection.

The changed and changing condition of our business is another reason for a new printed price list. Twenty-five years ago there was not a Job office in New York in which the material was worth more than $10,000. Few were of greater value than $5,000. The proprietor often worked at case, read proof, kept the books, saw personally all customers, took in all orders and made all prices. But there are now Book and Job offices that have cost more than $100,000, and that employ workmen by hundreds. It is no longer possible for the proprietor of any large office to attend personally to all the details of his business. If ever so active and efficient, he must, many times during the day, consent that his clerks shall take in orders, fix the prices, and make binding estimates. This duty is usually assigned to young men, who have but limited experience in making prices, and less knowledge of the actual expense of doing work. For their guidance they have the special manuscript price list of the office, and their own individual experience. Under these conditions, it cannot be expected that the prices they may make will always be satisfactory either to the customer or profitable to the office. Neither the manuscript list, nor verbal instruction from the proprietor, can give all the information that is wanted. A printed manual of prices, fuller and more comprehensive than is possible in any private list—one that should be the embodiment of the experience of the trade—is needed by these clerks, as well as by all younger employers, to give them proper notions concerning current prices and prevailing usages.

The need of such a trade price list was never more keenly felt than it was eight years ago. The leading printers of New York city then undertook the work with an excellent method. At a general meeting of the trade, the subject of Prices was referred to ten separate committees, each committee representing a special branch of the trade of which it had superior knowledge. The prices they adopted were published in 1863, which publication was the basis of similar price lists in other cities, all of which, it is admitted, have been of great service to the trade.

But these price lists were made only for experts, and were not intended for general circulation. They were really but the skeletons of a price list. Prices were made only for the most important branches of the business, and only by a very broad and general method. There was no graduation of prices for short or irregular numbers, and no proper discrimination for presswork on different sizes or qualities of paper. There was not sufficient information concerning the value and price of presswork in colored inks. There were no prices whatever for Ruling, Binding, Lithography, or the work of all kindred trades. Within the limited compass that had been assigned, such information was impossible. To a young employer it was consequently of very limited value in making estimates.

Those who think it possible that a useful price list could be contracted in a few pages, may here learn that this plan has been tried, and has been found unsatisfactory, and chiefly so because the prices were too general.

None of these price lists are now in use. The present inapplicability of the prices may be assigned as one reason, but their indefiniteness and incompleteness as price lists is the truer reason. They were used long enough to demonstrate both their value and their imperfections. The propriety, as well as the difficulty, of getting up a new and more complete list has been frequently discussed. The faults of earlier attempts have been acknowledged, but many of the improvements that have been suggested are entirely impracticable. Some of them deserve more than passing notice.

The first notion of a novice who is dissatisfied with the meagre information of other manuscript or printed lists is, that a Price List should be a book of figures like a series of interest tables, in which one may find an exact price for every kind, quality and quantity of work—a book in which all conclusions have been settled, and which obviates all necessity for calculation. Tables of this description are not novelties. In 1808, Stower published an exhaustive series of measurements of book pages. In 1835, Dickinson published 232 pages of tables for the ready computation of all quantities of paper. Both sets of tables are of great prolixity; but full as they are they do not meet every requisition. In the regular course of business, it will be necessary to use pages that are longer or shorter, or quantities of paper that are larger or smaller than those specified in the tables.

If it is not practicable to use, unthinkingly, simple tables of measurements or plain computations of paper, it is clearly impossible to use tables of prices in which the three items of Paper, Composition and Presswork are combined. It is well that prices should be definite, but they may be too much so. In a trade so full of exceptions and irregularities, something must be left to private judgment. Prices that are inflexible, and unaccompanied by explanatory limitations, are as repelling as they are useless.

Whoever opens this book with the expectation of finding a specific price for every thing, should close it at once, for such prices are not here. Such a reader has mistaken the scope of the work. For its object is not to make prices and rules for an unthinking reader; only to aid him in making them for himself and in a systematic manner.

Another method has been suggested: To specify the time that should be consumed by workmen or machines on every kind of work; with these estimates of time to compute its cost; with these conclusions concerning cost, to construct a system of general prices. Theoretically, this process is logical and accurate; practically, it is the most deceptive of all methods. It is too elaborate and circuitous for general use, and in the hands of an inexpert is sure to produce erroneous results.

Although the method of making-up prices upon the apparent cost may seem the only proper method, it is of all methods the most injudicious. The cost of work is variable. There are fast and slow workmen and machines; there are offices replete with labor-saving material and machinery, and offices that are poor in both, and poorer still in thrift and enterprise; there are foremen and readers that will order no work to press until it is beyond criticism, and others that will pass any work that is barely decent. In one office, the cost of work may be one-half more than it is in the other. For special work, that has been executed with reasonable intelligence and economy, the printer may rightfully make charges based upon the cost; but for general work, which is so common as to have a settled value, this method is perfectly impracticable. To the ordinary customer, it is of little consequence what the work may have cost; he is not satisfied if he has to pay any more than the market price. If the printer, by reason of inefficient workmen, or slow machines, or bad management, or misfortune, does his work at a cost greater than this market price, it is his own and not the customer's loss. But if, by superiority in machinery or management, he can produce work at less than average cost, he is still entitled to ask for that work the market price. The accruing profit is his own, and not the customer's. The method of determining price through the cost has but a limited application.

There is a more serious objection to the method. It is exceedingly difficult for the novice in making prices to ascertain what is the actual cost of doing work. The apparent cost is readily seen, and is too often accepted as the true cost. A customer may observe that an ordinary compositor will set about 850 ems per hour. On being informed that he is paid 50 cents per 1000, he will infer by calculation that the compositor is earning more than $25 per week. This improper inference is made in ignorance of the fact that composition is but part of the work for which this price is paid; that distribution and corrections are included, which will occupy at least one-fourth of the time; and that the compositor's wages, at this rate, will not exceed $18 per week. In like manner, a young employer will form incorrect conclusions concerning the cost of composition. He bases the cost of the work upon the compositor's charge of 50 cents per 1000 ems, overlooking the fact that proof-reading and superintendence will advance the nominal cost to 62 or 66 cents. Nor is this the full cost. Some allowance must be made for use and wear of type, and for other contingent expenses. Upon 1000 ems, or even upon a day's work, it is not feasible to make a just allowance for these contingent expenses, which, though formid-

able enough in the aggregate of a year's work, cannot be assessed and allotted with precision upon such small fractions. A reasonable allowance for these unavoidable additions will show that the apparent cost of 50 cents must be advanced one-half: the average cost is not less than 75 cents.

If the clerk or young employer is liable to be deceived in computing the true cost of book work, which is paid for by the piece, he is liable to graver errors when he undertakes to compute the cost of job work that is done on time only. He will err in the estimate of performance as much as in the estimate of cost. Untrained in habits of nice calculation, he will probably allow but ten hours for work that will require twelve hours or more, and will rate the cost of this day's work at the workman's charge, without allowance for any other expense. He will err quite as much in accepting the prevalent notion that his expenses in a small office are less in proportion than those of a large establishment, and that proof-reading and superintendence cost nothing when done by himself. Upon this fictitious basis of cost, he will make an advance of 50 or 60 per cent. under the impression that it will yield a liberal profit, when it does not exceed, and sometimes does not equal the expenditure. An accurate knowledge of the cost of work is seldom quickly learned. One has to be in business many years, in personal management both of the work and of the finances of the office, before he can rightly estimate the wear and waste of type and machinery, and the varied expenses of Printing. The method of computing the cost of the work upon one order, or upon a day's or even a month's business, is too deceptive to be trusted. The basis is too narrow.

These objections are made against the customary methods only of ascertaining cost. When the inquiry is conducted with a proper method, the conclusions reached will be of great value, even when they cannot be used, as must often be the case, for making prices. It is often necessary to make such an inquiry for the purpose of testing the justice of current prices. Under the headings of Composition and Presswork will be found some calculations on the probable actual cost of work, made, as I conceive they should be, upon the basis of a year's business. It is not expected that these calculations will meet with universal approval. Printers who are in the habit of finishing every piece of work with the neatness of a type-founder's specimen will find them too low; those who hurry through their work with little regard to its appearance will find them too high. Others, again, may maintain that even on good ordinary work, the performance of a man and a machine will be greater or less. This, however, is not so much a matter for controversy as for experiment. Methods of doing work are different; the experience of some printers may be different from mine; but I consider that these estimates of cost and of performance are as trustworthy as any general statements can be.

The study of cost is useful, but it is not always necessary to compute cost to determine price. Printing is not a new industry, in which it is incumbent upon the young employer to study causes and prove conclusions. The art has been practiced long enough, and by men of sufficient ability,

for the settlement of all ordinary questions. It is the usage of the trade, and not the practice of any single member of it, that determines general prices. If prices are made too high, competition will bring them down to a proper basis; if they are made too low, losses and failures will compel them to be advanced. As a rule, one has but to ascertain the established price of any kind of work to know its proper value.

If this view of the question be correct, the first step toward the making of a general price list is the ascertainment of these established prices. With this purpose I have had under examination, so far as they could be verified, the prices of all the large cities. After much deliberation, I have decided to adopt as a standard the rates that have been established by the printers of the City of New York. These are the reasons for this selection. There is no city on the continent where more printing is done, where competition is greater, where workmanship and prices are more irregular than they are in New York. In no other city, nor between the prices of any other two cities could there be greater irregularities to be reconciled. In some offices of New York, composition is solicited at 60 cents; in others, it is refused at 90 cents per 1000 ems. The charges for common orders of Book presswork will vary from 35 cents to 60 cents per token of 250 impressions. The prices of job work are even more capricious. To a casual observer these confessed discrepancies may not appear to warrant the publishing of any price as established. Closer examination into all the facts connected with these irregularities will show that these variations from average rates are not so extensive as is commonly supposed. As a rule, it will be found that those printers whose prices are lowest are those who do the least amount of work. Prices are lower, in most of these cases, because the workmanship is inferior, and can be sold only at the reduced rate. There is another and a smaller class of printers whose prices are much higher, but their workmanship is so decidedly superior that it readily commands the advanced price. Another inequality is found in the special contracts for the work of government, of publishers or of corporate companies; but all these contracts are made under peculiar circumstances, and cannot properly be considered as having any bearing on established prices. In the same classification may be put specially high rates that have been conceded as a personal favor, or specially low rates, that have been made through personal animosity in an active competition. These exceptions made, it will be found that the largest amount of printing done in this city is done at prices midway between the two extremes. It is this middle price, adopted by printers and accepted by customers who have the most work, that may rightfully be considered as the established price.

The prices of this book are the established rates for Printing as I have learned them. Of their applicability to the trade of other cities, the reader must judge and act for himself. In such a matter I can neither instruct nor advise. I have foreseen that there are places in which the prices will be too high, and places where they will be too low. For these irregularities ample provision has been made. Opposite every important table of printed

prices will be found a blank table. In the blank columns of these tables, every owner of the book can, with pen or pencil, make new prices at higher or lower rates as he may see fit. If he chooses to vary them in any way, he has a standard for departure, and can make his variations in an exact and methodical manner. Provision has also been made for special prices. On the blank lines there is ample room for the insertion of irregular prices for particular cases.

The objection sometimes made against printed price lists, that they have been made for a special purpose, cannot apply to this book. Its object is neither to make prices high nor low. It purposes only to give current rates, with such explanations as may be necessary to show the proper relations between cost and charges; but even in this matter, it is not expected that these current rates will be adopted, unless they shall appear to be consistent and practicable. Its best use will be found, not so much as a final authority on prices, as a guide to the making of prices in a systematic manner.

For this reason, I have refrained from making complete prices. The Estimates in Detail are inserted only as illustrations of the method of making prices. To some printers, this Price List might be more satisfactory, could they find herein exact prices for all kinds of jobs, in all possible quantities, on every weight and quality of paper, in every color of ink, with every variety of ruling and composition, and with full provision for every irregularity that might be made by lithography, electrotyping, binding, etc. Tables like these are impracticable. The permutations required, would be endless—not to be compassed in many volumes of this size. Nor would they be of any real benefit. They would not abridge the labor of making estimates; they would only confuse by their elaboration and prolixity.

It is important that the young printer should know what the current prices are; but it is of more importance that he should know how to use them. If he does not know how to analyse the items of work, and how to make estimates, his knowledge of complete prices is of little practical value. Questions will frequently be presented for which no price list, manuscript or printed, can furnish an answer.

At earnest solicitation of many correspondents, I have given combined prices for the composition and presswork of cards, posters and billheads, upon which the labor is supposed to be nearly uniform. It is not a good method. All such attempts at abridging labor really add to it. I have not given the full price for a Ream of Billheads, nor for 1000 Posters, nor for any other work. I have given the items only. But while I have avoided making complete prices, I have tried to be explicit in pointing out all exceptions and irregularities in every branch of labor. Under almost every general heading it will be found that all useful sizes and qualities of paper have been specified and priced by the ream, and by the fraction; all irregularities of composition and presswork, and all leading styles of binding, etc. have been stated in such a manner that they could be easily combined. In many places detailed estimates have been given, as suggestions of the method of combining the prices. Here the work of the writer stops, and

here he trusts to the intelligence of his reader. With the aids given, the labor of combining the prices cannot be found irksome. The discipline of computation will surely be more instructive, and its results must be much more satisfactory than the adoption of ready-made prices.

If any experienced printer should object to this explicitness and minuteness of detail as unnecessary, he may here be reminded that it was not for the enlightenment of experts, but of novices in business that this work was written. Such printers must forget their own early difficulties in making estimates. From personal recollection and observation, as well as from the earnestness of special requests for these details, I am convinced that this minuteness cannot be safely omitted; that it is impracticable for a novice to make consistent prices unless the elements of the business are clearly explained. I would that it had been otherwise. To rehearse the rudiments of the business is not pleasant work. Much of it is sheer drudgery, but it is as necessary as is the drudgery of stating rules and tables in a text book on grammar or arithmetic.

Although this book was written expressly for novices, there are many features that must be of service to an expert master printer. The tables of measurements, the market prices of various papers, the calculation of the value of fractional sizes of paper, the special prices for binding, ruling, lithography, gilding, marbling, and of many kindred trades, the prices of labor, etc. must be valuable for reference in the making of hurried estimates. More than all, the systematic classification of work, and the provision of two contrasting pages,—one for local, and one for general prices—with the blanks for irregular prices, must be a convenience to any printer who wishes to price his work in a methodical manner.

Prices have been made for many kinds of work more frequently done by stationers, but closely connected with Letter-press printing. This exclusiveness should not be. A printer should be as competent as a stationer to accept and execute orders for all ordinary forms of lithographed blanks, for common electrotyping, blank books, copperplate work, stamping, etc. It is unwise for any job printer to refuse such work, if it is troublesome. If he declines it, on the plea of unwillingness to attend to work that he cannot do personally, he must be prepared to see his own legitimate work of letter-press printing pass into the hands of rivals. There are cities in which the stationers take in more orders for letter-press work than the printers themselves. For this needless diversion of work from its proper channel, the printers themselves are responsible. They have neglected work that would have been to their advantage. The prices here given for most varieties of this work are made so as to yield a profit: in some cases where quantities are large, and trouble small, not more than 10 per cent; in others, when there is much trouble and the order is not large, as much as 30 per cent. The prices for electrotyping and cloth binding are exceptions. To these prices no profit has been added.

In making up these tables of prices I have been materially aided by the advice and assistance of many leading printers, lithographers, binders, elec-

trotypers and paper dealers, both in and out of this city. The authorized published price lists of all trades have been freely used wherever they were accessible. The proof sheets have been read and certified by able critics. No price has been made at random, or by conjecture or analogy. Each price has had careful scrutiny, and, so far as usage would allow, each will be found not only in proper proportion to cost, but in proper ratio with the prices for other works of a similar nature.

There are prices here that I think too low, but where they were the established prices, I have not felt at liberty to alter them to suit my own notions of value. The commoner varieties of job work should be at higher rates. I do not think that 50 cents is a fair price for one hundred impressions of the simplest form, nor is $2.00 per thousand impressions sufficient for an ordinary edition of good presswork upon a large press. Yet I have so put them down, although I believe that, as work is commonly done, these rates will yield but a slender profit, perhaps no profit whatever. I did not make, nor do I defend, these prices. I only state them as facts.

Too much importance should not be attached to these insufficient prices, for although they are so common as to demand a quotation, they are not universal. Those who are dissatisfied with the printed prices can alter them on the opposite pages to suit their own convictions of value. Higher prices can be had by those who insist on them and, by superior workmanship, prove their right to them. But superior and inferior work must be considered as exceptional in any general price list. For ordinary workmanship, usage has confirmed the rates here quoted, and it will not be wise for a novice to advance them without necessary reason. Increased price does not mean increased profits only; in most cases, it means increased expenses as well.

The prices of job work are lower than they were three years ago, when labor was paid at lower rates; in some specialties, prices of work are lower than they were ten years ago. Wages are now higher than they have ever been, and are out of proper proportion to the receipts.

The following table shows the extent of this advance in wages. It will be perceived that weekly wages on job and book work have advanced more than piece rates on book work or on newspapers:

| Branch of Composition. | 1862. | 1870. | Advance. per cent. |
|---|---|---|---|
| Job and Book Work...Weekly Wages.. | $11.00 | $20.00 | 82 |
| Book Work.....Piece Rates* .... | .33 | .50 | 52 |
| Morning Newspaper...Weekly Wages.. | 16.00 | 24.00 | 50 |
| " " ...Piece Rates ..... | .35 | .50 | 43 |
| Evening Newspaper...Weekly Wages.. | 12.00 | 20.00 | 67 |
| " " ....Piece Rates ..... | .31 | .45 | 45 |

* Average of Manuscript and Reprint, for matter made-up.

The printers who were foremost in reducing prices some three years ago considered that improvements in machinery and organization, as well as the supposed increased amount of business to be had, would warrant the payment of higher wages, and the taking of a lower profit. By this time the fallacy is obvious.

The method of computation used in this book may attract attention and provoke criticism. There are printers who may consider the method of making prices by hundreds instead of by tokens as an innovation. It is really an old method, which is still preferred by many of the oldest printers for the calculation of job work. The preference is founded in reason. A computation can be made by a rate per hundred more quickly and correctly than by a rate per token, or quarter thousand. The word token is objectionable for its ambiguity. In New York, token means 250 or 240 impressions; in New England, it means 500 or 480 impressions. To a customer, the word is unintelligible: its meaning and use as a unit of calculation are explained and defended with difficulty. He is puzzled when told that 250 impressions are one token and that 275 impressions are two tokens, and is aggrieved, if charged double or nearly double price for 25 added impressions. On single tokens, or on fine or expensive job work, it is a very awkward measure, which can be used oftener to a customer's dissatisfaction than to the printer's advantage. Long editions of ordinary Book work may be computed by a rate per token with advantage, for in this department this measure has some advantages, and it is sanctioned by long usage. It may also be used with propriety by printers in conversation with each other; but in all dealings with a customer for Job work, the word token has no useful place, and should be discarded. Rates based upon the measures of one hundred or one thousand impressions, are more precise, are more readily comprehended by the customer and computed by the printer, and are capable of nicer divisions in a graduated scale of prices.

As this work treats of an entirely new topic, it comes to the reader under disadvantages for which indulgence may be claimed. In writing or compiling a book upon any other branch of the art, the writer enjoys the benefit of the experience of his predecessors. If he does not, as is usual, avail himself largely of their labors, he can at least profit by their method and avoid their errors. In making this book I have had no examples to imitate or avoid. Distrustful of my own judgment, with the first proof copies of this book I sent requests for criticism upon the prices and the plan of the work. In response, I have received from all quarters evidences of approval that amply warrant the belief that the prices and the plan of the work are satisfactory to the trade. But times change, and prices will change. For this I wish to be prepared. To all those who take an interest in the trade, I renew the request made in the first edition: I shall be glad to receive any suggestion or any information that will increase the usefulness of this work.

THEO. L. DE VINNE.

December 21, 1870.

# PAPER.

The qualities of Paper in use by printers may be classified as follows:

| | | |
|---|---|---|
| PRINTING. | PLATE. | COPYING. |
| MAP. | ENVELOPE. | TISSUE. |
| COLORED, or COVER. | WRITING and LEDGER. | MANILA, or WRAPPING. |
| ENAMELLED. | BLOTTING. | BOND, or PARCHMENT. |

The classification is not strictly that of paper manufacturers, but the names are those by which they are best known to printers.

## REGULAR SIZES OF PAPER.

Although paper can be made to order of any size, and is at times found on sale of dimensions not specified in the following tables, by far the greater part is made up for sale only of regular sizes. Names are generally used to define sizes, but the use of names often leads to serious error. The sizes of Writing and Drawing are quite different from those of Printing papers, yet many of the same names are used for the three qualities. English sizes differ from American. Whenever it can be done, paper should be specified by inches instead of by name.

## SIZES OF AMERICAN WRITING PAPERS.

FOLDED PAPERS.

| | Inches. | | Inches. |
|---|---|---|---|
| Billet Note | 6 × 8 | Letter | 10 × 16 |
| Octavo Note | 7 × 9 | Commercial Letter | 11 × 17 |
| Commercial Note | 8 × 10 | Packet Post | 11½ × 18 |
| Packet Note | 9 × 11 | Extra Packet Post | 11½ × 18½ |
| Bath Note | 8½ × 14 | Foolscap | 12½ × 16 |

Note is sometimes 8½ × 10⅜ inches, Letter 9¾ × 15½ inches, Commercial Letter 10¾ × 16¾ inches, Foolscap 12 × 15 inches; but the dimensions given in the table are those in most general use.

FLAT PAPERS.

| | Inches. | | Inches. |
|---|---|---|---|
| Law Blank, or Small Cap. | 13 × 16 | *Medium | 18 × 23 |
| Flat Cap | 14 × 17 | *Royal | 19 × 24 |
| Crown | 15 × 19 | *Super Royal | 20 × 28 |
| Demy | 16 × 21 | *Imperial | 22 × 30 |
| Folio Post | 17 × 22 | Elephant | 22¼ × 27¾ |
| Check Folio | 17 × 24 | Columbier | 23 × 33¼ |
| Double Cap | 17 × 28 | Atlas | 26 × 33 |
| Extra Size Folio | 19 × 23 | Double Elephant | 26 × 40 |

Extra-size Folio is sometimes 18 × 23 inches, and 19 × 24 inches.

Imperial is sometimes 23 × 31 inches.

* Note the difference in size between Writing and Printing papers of same name.

Sizes larger than Imperial, of American manufacture, may sometimes be found in large paper warehouses, but they cannot be considered as of regular stock. They are usually made to order, with some delay and at extra price.

## SIZES OF AMERICAN PRINTING PAPERS.

| | Inches. | | Inches. |
|---|---|---|---|
| Medium | 19 × 24 | Double Medium | 24 × 38 |
| Royal (sometimes 20×24) | 20 × 25 | Double Royal | 26 × 40 |
| Super Royal | 22 × 28 | Double Super Royal | 28 × 42 |
| Imperial | 22 × 32 | " " " | 29 × 43 |
| Medium-and-Half | 24 × 30 | Broad Twelves | 23 × 41 |
| Small Double Medium | 24 × 36 | Double Imperial | 32 × 46 |

Larger sizes, like 34 × 46 and 36 × 48, as well as odd sizes like 28 × 34, are not uncommon, but they are of too irregular supply to be considered as regular papers. The larger sizes are invariably of common quality, suitable only for posters and newspapers; the smaller sizes are usually of finer quality, adapted for books and fine job printing.

## *SIZES OF FRENCH PAPERS.

| Names. | Inches. | Centimetres. | Names. | Inches. | Centimetres. |
|---|---|---|---|---|---|
| Demi-Tellière | 8.66 × 13.38 | 22×34 | Écu | 15.74 × 20.06 | 40×51 |
| Demi-Couronne | 9.05 × 14.17 | 23×36 | Carré | 17.71 × 22.04 | 45×56 |
| Demi-Écu | 10.03 × 15.74 | 25½×40 | Cavalier | 18.10 × 24.40 | 46×62 |
| Demi-Carré | 11.02 × 17.71 | 28×45 | Raisin | 19.29 × 25.19 | 49×64 |
| Cloche | 11.41 × 15.35 | 29×39 | Petit Jésus | 20.47 × 26.76 | 52×68 |
| Pot | 12.20 × 15.74 | 31×40 | Jésus | 21.65 × 27.55 | 55×70 |
| Demi-Cavalier | 12.20 × 18.10 | 31×46 | Grand Jésus | 22.04 × 29.92 | 56×76 |
| Demi-Raisin | 12.59 × 19.29 | 32×49 | Double Carré | 22.04 × 35.42 | 56×90 |
| Tellière | 13.38 × 17.32 | 34×44 | Petit Colombier | 22.83 × 31.48 | 58×80 |
| Demi-Petit Jésus | 13.38 × 20.47 | 34×52 | Columbier | 24.80 × 35.02 | 63×89 |
| Couronne | 14.17 × 18.10 | 36×46 | Double Raisin | 25.19 × 38.58 | 64×98 |
| Demi-Grand Jésus | 14.92 × 22.04 | 38×56 | Grand Aigle | 29.13 × 41.33 | 74×105 |

## SIZES OF ENGLISH WRITING PAPERS.

| | Inches. | | Inches. |
|---|---|---|---|
| Pot | 12½ × 15½ | Super Royal | 19¼ × 27½ |
| Foolscap, or Cap | 13½ × 16½ | Imperial | 22 × 30 |
| Post | 15½ × 19½ | Elephant | 23 × 28 |
| Extra Large Post | 16½ × 21 | Atlas | 26 × 33 |
| Demy | 15 × 20 | Columbier | 24 × 34½ |
| Medium | 17 × 22 | Double Elephant | 27 × 40 |
| Royal | 19¼ × 24 | Antiquarian | 31 × 53 |

## SIZES OF ENGLISH PRINTING PAPERS.

| | Inches. | | Inches. |
|---|---|---|---|
| Crown | 15 × 20 | Royal | 20 × 26 |
| Demy | 17½ × 22 | Double Pot | 17 × 25½ |
| Medium | 18 × 23 | Double Crown | 20 × 30 |
| Royal, inferior | 19¼ × 24 | Double Demy | 26 × 38½ |

Printing papers of English or French manufacture are seldom found in this market. When made for this country, they are of American sizes.

* These are the legal sizes as defined in l'Imprimerie, September, 1886.

## VARIETIES OF PRINTING PAPER.

**News** is the name given to the quality used by daily newspapers. It is the cheapest grade of Printing. There are many varieties, resulting from different materials and different methods of manufacture.

**Rag Paper** is made from cotton rags, or cotton fibre, which is regarded as the best material, combining, as it does, great strength with fair color and smooth texture. A well-made Rag paper bears wetting without injury, and receives a fine impression without damage to the type.

**Shavings Paper** is that made from the pulp of old paper, or from the shavings and cuttings of book-binderies. It usually contains a large share of cotton fibre, and is often white and smooth, but it lacks the strength of clear Rag paper.

**Wood Paper** ranks next to Rag. It is but little inferior in strength, has usually a pale creamy tint, and will take as fine an impression as Rag.

**Straw Paper** is made of many qualities, some of great and others of little value. When well bleached and freed from flinty substances it is a valuable printing paper; if badly made, retaining flinty matters, which are indicated by a harsh, rattling sound, it is of all papers most injurious to type.

The papers made from woods and grasses are not known in the trade by the names of their materials.

**Specky, Yellowish, and Stringy** News is made from inferior stock that has not been thoroughly cleansed. Very soft and tender papers, that have no strength when wet, are usually made from inferior or dirty shavings, that have been bleached to weakness with caustic alkalies. Gray White and Dirty White, are frequently made from badly cleansed rags, or with impure water. Thick-feeling, but tender papers, that work badly, clogging type and rollers, are often filled with clay. Of all kinds of bad Printing an over-clayed paper is the worst.

**Fourdrinier Paper** is a name that defines the method of manufacture by the most improved machine. Papers made by this machine show equal strength when torn in any direction, and are thicker for their weight than Cylinder papers.

**Cylinder Paper** is that made by an inferior machine, in which the fibres are dragged by the machine always in the same direction. It tears or splits more readily in that direction.

**Wove Paper** is made from pulp that is couched on fine interlacing wires, giving it a woven appearance, as may be seen by holding such paper against the light.

**Laid Paper** is made from pulp that is couched on close parallel wires, and afterwards creased or marked by a dandy roller. It is, necessarily, full of little ridges. Good papers are made by each method, but in ordinary work the wove has the preference.

**Hand-made Paper** is always laid. It is too expensive for any other work than the finest Writing, or the reproductions of antique typography. It has ragged edges, and is usually thicker at the edges than in the centre of the sheet.

The **Water-marks,** improperly so called, of the name of manufacturer, or dealer, or user, which may be seen in some papers when the sheet is held against the light, are made by a dandy-roller pressing the moist sheet before the paper is perfected. These dandy-rollers are too expensive to be employed upon common orders.

**Sized Paper** is that which has received a thin coating of glutinous matter on the surface, to give it a greater strength for printed work, or to fit it for writing purposes. It is usually sized by being passed through a wash of gelatinous material. Unsized paper is perfected without this process. Book and Printing papers are always sized by machinery. The lower grades of Writing papers, when so treated, are known as MACHINE-SIZED. Fine Writing papers receive a slower and more careful treatment with superior materials, and are usually known as TUB-SIZED. Inferior papers, and sometimes News papers, receive a light wash, and are known as ROSIN-SIZED, or HALF-SIZED. If the work has been badly done on Writing papers, it is known as SLACK-SIZED. European manufacturers use for fine Writing papers a process of mixing size in the pulp, before the paper is made.

**Calendered Paper** is that which has been polished by pressure under steel rollers. When this pressure is repeated many times, the perfected paper is known as Super-calendered. For fine wood-cut or type work, a faultlessly-smooth surface is needed to show the delicacy of the finer lines. The difficulty of calendering increases with the thinness of the paper, the severe pressure breaking the thin sheets. It is also difficult to produce a high polish on very thick papers.

The calendering of paper adds from one to two cents per pound to its value. Sizing adds about one cent per pound to the value of the paper. Newspapers, small posters, handbills, and cheap pamphlets, are usually printed on unsized paper.

## NEWS PAPER.

All standard Printing papers are sold by weight, but the price per pound is determined by the quality. Difference in quality cannot be clearly explained by words.

**The Stock,** or material from which printing paper is made, is generally regarded as of first importance, as this secures the strength and beauty of the fabric. In News qualities, a Rag stock is preferred to Wood, and Wood to Straw.

**The Method** of manufacture is of nearly equal importance. Fourdrinier paper is more valuable than Cylinder paper, a Sized and Calendered is of higher price than Unsized paper.

**The Color** controls the price. Pure white is the standard, and every departure from white to yellowness, grayness, or dinginess is attended with a depreciation in value.

**The Workmanship** will also affect the value. A well-made paper, of ordinary stock and color, that is of uniform thickness, even surface, and

close-woven or firm texture will command a higher price than a coarse, loosely-woven, and uneven paper, made from the best stock and of the best color.

The common sizes and weights of **News** printing papers are:

IMPERIAL.....22 × 32..22, 25 pounds.
SMALL DOUBLE MEDIUM.....24 × 36..25, 28, 30 pounds.
DOUBLE MEDIUM.....24 × 38..28, 30, 32, 36, 40, 44, 50 pounds.
DOUBLE ROYAL.....25 × 39, and 26 × 40..36, 40, 50, 60 pounds.
DOUBLE SUP. ROYAL.28 × 42, and 29 × 43..36, 40 pounds.
DOUBLE IMPERIAL...32 × 46, and 33 × 46..45, 50, 53 pounds.

Other sizes may be found at times, but seldom smaller than 22 × 32. Super Royal, 22 × 28, is rare. Medium, 19 × 24, once a popular size of News, has been entirely supplanted by the double size. The size 26 × 38, of 30, 32, and 36 pounds, may now be considered a regular paper.

News is made in a greater variety of sizes and weights than any other kind of paper; but it is not possible to find every weight and size in any one paper warehouse.

The present current rates (in cents) per pound for News are:

| | | | |
|---|---|---|---|
| Rag, of ordinary quality | 14@14½ | Straw, fair quality | 12½@14 |
| Wood, good quality | 13@14 | Inferior Straw | 12 @13 |
| Mixed Rag | 13@14 | Specky, or Off-colored | 12 @12½ |

**Cartridge Paper** was the name once given, and not yet entirely disused, to a thick and coarse unsized News. **Log Paper** was the name given to the same quality of sized paper. Both qualities are now better known as **Card Middles.** This variety of paper is used not only for the middles of cards, but for posters, for music, and as a lining for pass-book covers. The usual size is 22 × 28 inches; 28 × 42 is not uncommon, but 19 × 24, and 24 × 38 are rare. Of the size 22 × 28 inches it may be found of many weights from 40 to 120 pounds to the ream. The present price varies from 12 to 13½ cents per pound.

## BOOK PAPERS.

**Book Paper** is the name given to all grades above News. The varieties are known as Sized, Unsized, Calendered, and Uncalendered.

The term **Book Paper** is applied to all grades between common and fine papers. The quality may or may not be sized or calendered; but it would be impossible to draw a line of distinction, and designate where the quality of News ends, or that of fine Sized and Calendered commences.

The ordinary sizes and weights of common Book are:

MEDIUM .....19 × 24....25, 30, 35 pounds; sized and unsized.
" .....20 × 24....20, 25, 30, 40 pounds; sized and calendered.
SUPER ROYAL.....22 × 28....30, 40 pounds; sized and unsized.
" " ..... " ....35, 40, 50, 60, 70, 80 ℔; sized and calend.
MEDIUM-AND-HALF..24 × 30....30, 40 pounds; unsized.
SMALL DOUBLE MEDIUM.....None made.

DOUBLE MEDIUM.....24 × 38....32, 36, 40, 44, 50, 56, 60 lb; sized, unsized.
" ..... " ....35, 40, 45, 50, 60, 70, 80 lb; sized, calend.
BROAD TWELVES.....23 × 41....36, 40, 48, 54, 60 lb; sized, unsized, cald.
DOUBLE ROYAL.....26 × 40....40, 50, 60 pounds; sized and calendered.
DOUBLE SUP. ROYAL.28 × 42....45, 50, 60 pounds; sized and unsized.
DOUBLE IMPERIAL....32 × 46....65, 70 pounds; unsized.

Intermediate and irregular sizes are occasionally found. Larger sizes are seldom found. The thickest and best qualities are to be had of Medium, Super Royal, and Double Medium sizes.

The current prices (in cents) per pound, of fair Book are:

Good white clean rag paper, well made, sized and super-calendered, 20 @ .22
An inferior quality, with few specks, or off-color..... .17 @ .20
Fair color, sized, but not super-calendered..... .16 @ .19
An inferior quality, not so good in color or fabric..... .15 @ .17
Fair, sized and unsized, good stock and color..... .15 @ .16

## COPPERPLATE PAPER

May be rated as one of the many varieties of Book paper. It is, or should be, made from the best stock. It is unsized, is calendered on one side, and rough or unfinished on the other.

The usual sizes and weights of the American manufacture are:

MEDIUM.....19 × 24....40, 50, 60, 70 80 pounds..per lb $ .27 @ .28
SUPER ROYAL.....22 × 28....40 to 80 pounds..... " .27 @ .28

Sizes 21 × 27, ranging from 50 to 60 pounds, and 24 × 30, from 80 to 125 pounds, and 24 × 38, of 100 pounds, are considered as regular sizes and weights, but they cannot be found as often as Medium and Super Royal.

The usual sizes and weights of the French manufacture are:

MEDIUM.....19 × 24....50, 65, 80 pounds.....per lb $ .31 @ .35
SUPER ROYAL.....22 × 28....75, 120 pounds..... " .31 @ .35
MEDIUM-AND-HALF.24 × 30....125 pounds..... " .31 @ .35

## PLATE PRINTING PAPER

Is the finest quality of Book stock, super-calendered to the highest point, and of equal finish on both sides. It is made sized and unsized. For the finest wood-cut work, the unsized should be preferred. It may be found in white and buff-tinted. The usual sizes and weights are: Medium, 19 × 24, of 35 and 40 pounds, and Super Royal, 22 × 28, 40 to 60 pounds. The price is 28 cents per pound.

## MAP PAPER.

This variety, though used exclusively for printing, might properly be classified with Writing papers, as it is a thin, hard, sized paper, made from selected stock, with special reference to strength and flexibility. It is seldom to be found in any paper warehouse, the demand for special sizes and weights being too capricious to be provided for. Map publishers usually keep a fair assortment. The price for packages is 35 to 40 cents per pound.

A superior quality of thin linen stock, made for pocket maps, is made to order, at 45 cents per pound. A commoner quality, not unlike that of fine book paper, but tougher, is also made to order only, at 25 cents per pound.

## TINTED OR TONED PAPERS.

Tinted or Toned Papers, suitable for book work, are to be found on sale only of buff tints. They vary from the faintest perceptible departure from pure white to a decided reddish yellow. Pink and other tints are made only to order. It is difficult to match a tint with precision, either with paper on sale or when made to order.

The usual sizes and weights of Tinted paper are:

| | | |
|---|---|---|
| MEDIUM | 19 × 24 | 30, 40 pounds. |
| SUPER ROYAL | 22 × 28 | 40, 50, 60 pounds. |
| DOUBLE MEDIUM | 24 × 38 | 40, 50, 60, 70, 80 pounds. |

Intermediate or larger sizes are rare. The present rates are, in cents:

| | | | |
|---|---|---|---|
| Fair color, coarse stock | 17 @ 19 | Extra stock and finish | 22 @ 25 |
| Better quality, fairly made | 18 @ 20 | Superior Plated | 25 @ 28 |
| Good stock, clear | 20 @ 22 | | |

## COLORED PRINTING PAPERS

Are not found on sale in as great variety as white. When made of **News stock,** of the cheaper grades, the colors are comparatively strong and dull, yellow being, perhaps, the only bright or pleasing tint. They are sometimes put up in two-ream bundles of assorted colors, more commonly of one color only. The following are the sizes and weights of **News Stock,** on sale:

| | | |
|---|---|---|
| MEDIUM | 19 × 24 | 24, 25 lb. |
| ROYAL | 20 × 25 | 35, 40 lb. |
| SUPER ROYAL | 22 × 28 | 35, 40, 50 lb. |
| DOUBLE MEDIUM | 24 × 38 | 27, 30, 40 lb. |
| DOUBLE CAP | 17½ × 28 | 35, 40 lb. |
| DOUBLE ROYAL | 28 × 42 | 40, 50 lb. |

The Super Royal and Double Cap are not so common as the Medium, although they are considered as regular papers. Papers of these sizes are always thick. Larger sizes, 33 × 46 and 36 × 48, are made, but they are in little request, and are seldom found in stock of the largest warehouses. The present current rates vary from 15 @ 18 cents per pound, price depending on quality of stock and purity of color. They are sold at a fixed price per ream, and not by the pound.

## FINE COLORED PRINTING PAPERS

Are made of good **Book stock,** and with better colors than the preceding. Most papers of this class are calendered or super-calendered, and are often labeled Glazed, to better indicate the high polish they have received. They

are usually put up folded, in quires, two reams to the bundle of light, and one ream of the heavy weights. When made to order, in large quantities, they are flat, three or more reams to the bundle. The colors are sometimes assorted, as in the commoner quality, but they are oftener sold separately.

The usual sizes and weights of Fine Colored Printing Papers are:

ROYAL .....20 × 25....24, 28, 35, 40 lb.
SUPER ROYAL .....22 × 28....30, 33, 35, 40, 50 lb.
DOUBLE CAP .....17½ × 28....35, 40 lb.

Intermediate and larger sizes are never kept in stock. To be had, they must be made to order.

The prices of Fine Colored papers vary from 18 @ 22 cents per pound, according to purity of stock and color.

An order to make up an odd size of less than 1000 pounds of Book or News paper is seldom taken by paper dealers.

Colored Printing papers are made by adding the color to the pulp before the paper is made. The colors of the best papers so made are usually pale and delicate, and have no brilliancy. Bright colors can be had only by painting or staining the paper. Papers so made are commonly known as

## ENAMELLED PAPERS.

Under this erroneous name, printers group Flinted or Glazed, Plated, and Enamelled papers. The manufacturing process differs with each variety. They would be more correctly described as Painted papers. The Flinted or Glazed papers have a thin coat of color, and are polished by burnishing. The Plated papers have a thick coat of color, and are not burnished nor calendered. The Enamelled papers have a thick coat of color mixed with the enamel, and are highly calendered by metal plates. None of these papers are sold by weight. Each color and quality is rated at a specific price per ream. The price is governed not only by the value and purity of the color used, but also by its comparative ease in working, and the quality of the fabric. The most common size, in which the greatest variety of colors may be found, is Large Medium, 20 × 24, thick and thin. Super Royal, 22 × 28, is usually a thick paper, and not to be found in great variety of colors. Double Cap, 17 × 28, is still more rarely found, though it is not considered an irregular size: it is always a thick paper. Larger sizes are not made.

These papers are seldom found in ordinary printing-paper warehouses, but are obtained from the manufacturers. The thinner qualities are used for labels, and the thicker for pamphlet covers.

The prices are subject to greater fluctuations than Printing papers, and cannot be classified by written description with any approach to accuracy.

Orange and Orange-Yellow Glazed, of thin paper, are now selling at from $7.00 @ $9.00 per ream. Vermilion Red or Common Blue, at from $7.00 @ $12.00. Fine Plated Green, at from $11.00 @ $14.00. Ultramarine Blue, at $13.00 @ $17.00. Steel Blue, from $15.00 @ $20.00. Thick Cover Paper, 19 × 24 and 22 × 28, of pale fine colors, on good paper, is sold at $20.00.

## TISSUE PAPER.

The most common size is 20 × 30 inches, of which shape both white and assorted colors may be found. It is put up in one-ream packages, and ten reams to the bundle. White, 24 × 36 inches, may also be found. It is seldom used for printing, but is often required in binding, as a set-off sheet opposite engravings. The present prices are:

| | | | |
|---|---|---|---|
| White, 20 × 30 inches | per ream | $1.50 | @1.75 |
| Colored, 20 × 30 inches, and White, 24 × 36 inches | " " | 2.25 | @2.50 |
| Foreign, fine and extra colors | " " | .. | 4.50 |
| " Black | " " | .. | 8.00 |

## WRAPPING PAPERS

Are known as Bogus Manila and Manila. With the coarser qualities, such as are used by grocers, printers have nothing to do, and they need not be reviewed. Bogus Manila and Manila are in use for printed wrappers.

**Bogus Manila** is a mixed paper, inferior to the pure Manila. It has some use for printing cheap wrappers. The sizes and weights are the same as those of Manila. Price, from 8 @ 11 cents per ℔.

### MANILA WRAPPING

Is now made in great variety of weights and sizes, of great evenness, strength, and smoothness, and of good writing surface.

The usual sizes and weights are:

| | |
|---|---|
| 15 × 20..7½, 8½ ℔. | 24 × 36..70, 80 ℔. |
| 18 × 24..12, 15, 20 ℔. | 30 × 40..40, 50, 60, 70, 80, 90, 100 ℔. |
| 20 × 30..15, 20, 25, 30, 35 ℔. | 36 × 40..50, 60, 70, 80, 90, 100 ℔. |
| 22 × 32..20, 25, 30, 35, 40, 45, 50 ℔. | 40 × 48..125, 150, 200, 225 ℔. |
| 24 × 36..20, 25, 30, 35, 40, 45, 50, 60 ℔. | |

In rolls of 30, 36, 40, 44, 48, and 54 inches.

Prices of Manila Wrapping range from 12 @ 15 cents per ℔, according to quality, the higher price being for pure Manila, all rope, a paper of great strength.

## ORDINARY ENVELOPE PAPER,

Or **Post-office** paper, as it is sometimes called, when found on sale in paper warehouses, is of bright gold color, and is to be had of many thicknesses.

The usual sizes and weights are:

| | |
|---|---|
| 19 × 24 inches..16, 17, 20 ℔. | 20 × 24 inches..24, 27, 30, 35, 40 ℔. |

The price varies from 18 @ 27 cents per ℔, according to color and quality.

Manufacturers of envelopes keep a much larger variety of all colors and weights, and of variable sizes from 19 × 31 to 22 × 34 inches. A light weight

may be rated at 30 pounds. It is not practicable to define the weights, as they vary. The papers of envelope makers are usually laid.

White, canary, orange, pink, green, lilac, and other delicate tints of fine colored papers, may be had of envelope manufacturers, at the prices of fine Writing papers; the white, canary, and orange, of great variety of weights; the other colors, about the thickness of Flat Cap, 12 ℔ to the ream.

## WRITING PAPERS.

Writing papers are now made of all kinds and qualities of stock, from linen to straw. The different stocks are so combined that it is impossible for an inexpert to identify the materials. The merit of paper will, in most cases, be ascertained quicker through its method of manufacture. A first class Writing paper should be hard, tough, elastic, opaque, of pure color, and of well-sized surface. The first, and perhaps the most important qualification is the Sizing, for it is the nature of the sizing that gives a Writing paper its rank and value.

**Hard Paper** is always preferred. To be hard, it must be tub-sized, and **loft-dried,** by the slow process of atmospheric evaporation. A well made tub-sized and loft-dried paper will permit the use of the most caustic ink without spreading or blotting, will allow a free and rapid motion of the finest pen without any scratching of surface, and, if of best stock, may be folded and refolded without cracking of the fibres.

**Engine-sized,** or Soft paper, is often made from inferior stock, and is always sized in the pulp. It may be, and often is, whiter and smoother than the hard paper, but it is not so tough and strong, and sinks or roughens readily under the pen.

**Plated** paper is that which has been polished by pressure between metal plates. The process is expensive. The glossy papers of this nature are found only in the smaller sizes of folded Notes and Letters, or Bill of Exchange Cap and Folio.

**Cold Pressed** paper has a hard and rough surface, and is very thick for its weight, receiving no calendering whatever. It is made only of the smaller sizes of Note and Letter. It is a difficult paper to write or print upon. Price is about the same as for other fine Writing Notes and Letters.

**White** is the present prevailing color of Writing papers. **Blue** is made of all the principal sizes, but this color is in limited request, and the stock of large houses is comparatively small. English Ledger papers are rarely pure white or clear blue; they are usually toned to a pale creamy tint, or to the faintest suggestion of blue.

Writing papers are further distinguished by qualities of manufacture:

**Plain** paper is paper unruled.

**Perfect** paper is that which has been carefully inspected, sheet by sheet, and is free from specks, wrinkles, and all imperfections. It is also known as the First Sorting.

**M** paper is that which is not fully up to the first sorting, but in which the imperfections are trivial, perceptible only to the expert.

**N** paper is a much inferior quality, in which specks and wrinkles are more common.

**R** or **Retree** is another term used for N paper.

**Casse Paper,** or **Outsides,** is the imperfect paper usually found in the outside quires of folded Writing.

**Off-Color,** is the term given to paper of gray, dull, or unpleasing color. It is usually the result of accidental impurity in water used in manufacture.

Writing papers are known as Folded and Flat, or Ledger papers.

**Ledger** paper is the name given to the thicker weights and best qualities of all flat papers of large size.

The Notes and Letters of light weight are packed in wrappers of half reams; of heavier weights and finer qualities, in packages of quarter reams. Flat Caps and Folios are packed two reams to the bundle; all larger sizes, in one ream packages.

Writing papers may be further classified as American, English, and French. Under this last name are included many varieties that are really Belgian.

**English** folded Writing papers such as are kept in stock in this country, are Super-calendered or Plated Notes and Letters of the heavier weights. They are used mostly for wedding and fancy stationery. The present price of these papers varies from 60 to 90 cents per pound. The Ledger papers are usually hand-made, laid, and of untrimmed edges. They are seldom as white or showy as the American papers, but they have a hard surface, are unusually strong, and in every point are superior papers.

**French** papers on sale are Notes, Letters, and Folio Post. They are mostly thin, and in great variety of quality, from a dull, earthy fabric to one of wonderful clearness and transparency. They are often plated or highly calendered, but are always soft. As printing papers they have no rivals; for writing purposes they are not so uniformly good as the American.

## FOLDED PAPERS.

### Billet, 6×8, and Octavo, 7×9 inches,

Are in slight request for printing purposes. Of American manufacture there is little variety. English papers of this size may be had only of importing stationers. They are usually thick, and plated, and are sold at fanciful prices. They are used by printers chiefly for ornamental invitations and programmes. The Octavo size is one-fourth of Flat Cap; the Billet is a little smaller than one-fourth of Law Blank Cap. For most work, the printer will find it more economical to cut these sizes from large paper.

| BILLET. | Per Ream. | OCTAVO. | Per Ream. |
|---|---|---|---|
| Thin French, fine | $1.40 | Thin French | $1.75 |
| Thick " " | 3.00 | Thick " | 3.50 |
| Thin English | 2.50 | Thin English | 3.00 |
| Antique Parchment | 4.75 | Antique Parchment | 5.25 |
| American of good quality | 1.50 | American of good quality | 1.75 |

## Commercial Note, 8×10 Inches,

Is the standard size for correspondence, and for printed Note Headings and Circulars. The size of a leading manufacturer is $8\frac{3}{8} \times 10\frac{1}{2}$ inches.

### AMERICAN QUALITIES AND PRICES.

White is the prevailing color. Blue may be had, but in more limited variety. Pink, buff, and other pale tints are scarce. Wove is the prevailing style for plain, and laid for ruled papers. The ruled and plain papers are sold at the same price.

Soft, or Engine-sized papers are sometimes put up in Note sizes, but as they are unsuitable for correspondence, special prices therefor will not be given. When such papers are needed for printed circulars, it will be more judicious to cut them out of Folio Post.

Notes are seldom made flat, but are folded in half and quarter quires; the thinner weights in half-ream, and the thicker in quarter-ream packages. The usual weights are $3\frac{1}{2}$, 4, $4\frac{1}{2}$, 5, 6, and 7 pounds; but they are often of irregular weights, more or less than even pounds. As is the case with other folded papers, they are oftener sold by the ream than by the pound. For this reason the annexed prices should be accepted only as approximations.

| Qualities. | Weight, lb. | Price. |
|---|---|---|
| Inferior Stock | $3\frac{1}{2}$ to 5 | $ .25 |
| N, or of poor make | $3\frac{1}{2}$ to 5 | .28 |
| M, or good quality | 4 to 7 | .32 |
| Perfect, best make | 4 to 7 | .35 |
| Plated, extra | 5 to 8 | $ .40 |
| Tinted, good color | 4 and 5 | .45 |
| Thin Linen Note | $2\frac{1}{4}$ | 1.00 |
| Antique Note | 3 and $4\frac{1}{2}$ | 1.00 |

### ENGLISH QUALITIES AND PRICES.

Inferior, or Second-class Notes, of English manufacture, are so seldom in supply that prices need not be quoted.

Superior Plated, white and blue, plain, is usually in good supply, of 5, 6, 7, and 8 pounds nominal weight, at 60 @ 65 cents per pound.

Hand-made is always scarce, and is sold at various prices from 70 to 80 cents per pound. The common weight is 7 pounds.

Thin Bank Note, $3\frac{1}{2}$ pounds, white or blue, of a quality similar to that of American Bill of Exchange paper, is sold at $2.75 @ $3.00 per ream.

Extra-thin Bank Note, of still lighter weight, white and blue, about $2\frac{1}{4}$ pounds, is sold at same price.

Antique Parchment, a quality similar to that of American calendered Bond, or Antique Note, of 7 pounds weight, is sold at $6.00 per ream.

RULED PAPERS are sometimes 25 to 50 cents per ream higher in price. The above are currency prices; they vary with the price of gold, and fluctuate from other causes.

### FRENCH QUALITIES AND PRICES.

French Notes are made in great variety of qualities, colors, and patterns. The common qualities are usually wove; the finer papers are both wove and laid. Blue is as frequently met with as white, but in the cheaper qualities blue is somewhat higher in price. Ruled is always scarce, and is

usually sold at an advance of about 35 cents on the ream. Tinted Notes are always in good supply. Many of the tinted, as well as the white and blue, are laid, or rather plated, with fanciful patterns—striped, cross-barred, and ornamented. The cross-barred patterns are known as Quadrille: the ornamented and tinted as Fantaisie.

The thickness of French Notes and Letters is calculated by the weight of the Folio Post size (Coquille, 17½ × 22 inches), from which they are cut. The regular weights of these Folio Posts are 5, 6, 7, 8, 10, 12, 14, and 16 kilogrammes. The kilogramme may be rated as equal to two and one-fifth pounds. After making abatement for loss in trimming, these should be the probable weights of a Commercial Note paper marked:

| | | | |
|---|---|---|---|
| 5 kilogrammes | 2½ pounds. | 10 kilogrammes | 5 pounds. |
| 6 " | 3 " | 12 " | 6 " |
| 7 " | 3½ " | 14 " | 7 " |
| 8 " | 4 " | 16 " | 8 " |

The better qualities of French Note are sometimes marked with the weight of the Folio Post in kilogrammes. Sometimes they are numbered, to define the size: No. 5 is Commercial Note, No. 6 is Octavo Note, No. 7 is Billet Note; sometimes they are put up in half-ream wrappers, and in the finer qualities, in ornamented paper boxes.

As all French papers are made in weight to the standard of kilogrammes, are often irregularly trimmed when made to Note sizes, and are frequently packed in paper boxes, they cannot be sold by weight. It is not practicable to calculate with exactness the price through the weight. French folded papers are always sold at a fixed price per ream, and never by the pound. The weights in American pounds are here used only to give a proper notion of the thickness.

The common quality of French white Commercial Note is usually of 2½, 3, and 3½ pounds weight—rarely ever thicker—and is sold according to thickness from 80 cents to $1.25 per ream, or at 30 @ 35 cents per pound.

A better quality of both white and blue and ordinary tinted, of 2½, 3, 3½, and 4 pounds weight, may be had at prices ranging from $1.12 @ $2.00 per ream, or at 45 or 50 cents per pound.

A first-class French Note, white or blue, or superior tinted, including the plainer patterns of Quadrille, of all weights from 2½ to 5 pounds, is sold at $1.50 @ $3.25 per ream, or at 60 @ 65 cents per pound. Six and seven pound weights are not unknown, but they are scarce.

Quadrille and Fantaisie papers of novel patterns, and plain wove or laid, of the best manufacturers, and of superior finish, are sold at prices per ream equivalent to 65 or 70 cents per pound. The Quadrille and Plain, white or blue, wove or laid, is of 2½ to 7 pounds weight; the Tinted and Fantaisie are of 3 to 5 pounds weight.

Onion-skin, an exceedingly thin paper, weighing about 1⅓ pounds to the ream, white and blue, ruled and plain, is sold at $2.50 @ $3.00 per ream. This quality is used mostly for foreign prices current.

### Packet Note, 9 × 11¼ inches.

This is also known as **Extra-size Note,** or **California Note.** It is not to be found in the variety of Commercial Note.

AMERICAN QUALITIES AND PRICES.

The common qualities of Inferior Stock and N are in limited supply, and are rather higher in price than those of Commercial Note. The common weights are 4½, 5, and 6 pounds. Price, 27 @ 30 cents per pound. M and Perfect are more common. Usual weights, 5, 6, and 7 pounds. Price, 35 @ 40 cents per pound. Plated is rare. Tinted is not made. Thin Linen of about 3 pounds weight, may be had at $2.75 @ $3.50 per ream. Antique Note, of 3½ and 4 pounds, is sold at $3.50 and $4.00 per ream.

FRENCH QUALITIES AND PRICES.

Common qualities are always scarce. Fair to Best, of from 3 to 5 pounds weight, may be had at the same prices as French Commercial Note. Tinted, Onion-skin, and Fantaisie are rare, and are always sold at higher rates than the smaller sizes. The French sizes are extremely variable.

ENGLISH QUALITIES AND PRICES.

Thin and thick papers are seldom found. Superior qualities, of 4 and 5 pounds weight, white, ruled and plain, may be had at 65 cents per pound. The English sizes of this paper agree with the American.

### Bath Note, and Ladies' Note,

Are small, quarto-shaped papers of variable size, about 6 × 10 or 7¼ × 11½ inches. They are English sizes, and in too limited request and supply to require any description of weights or qualities.

### Letter Paper, 10 × 16 inches.

This size is variable, some making it a fraction smaller, and others a trifle larger, but the size 10 × 16 may be taken as the correct average. It can be found in greater variety of weights and qualities than any other folded paper. The American papers of this size are put up folded in half and quarter ream packages, and also flat in plain wrappers.

For printing or ruling purposes flat papers are most convenient. They are not only cheaper, but are easier to cut, rule, or print. Double-size Letter, always a flat paper, 16 × 20 inches, is made by some mills. When a printer has a good paper-cutter, he can make from Folio or Extra Folio Post, such sizes as he needs.

AMERICAN QUALITIES AND PRICES, FLAT.

| Qualities. | Weight, lb. | Per lb. |
|---|---|---|
| Engine-sized, common color, poor finish | 6, 7, 8, 9 | $ .21 @ .23 |
| Engine-sized, superior finish | 7, 8, 9, 10 | .23 @ .25 |
| Tub-sized, of ordinary quality | 7, 8, 9, 10 | .26 @ .28 |
| Good, or M, of fair quality | 8, 9, 10, 12 | .28 @ .30 |

AMERICAN QUALITIES AND PRICES, FOLDED.

| Qualities. | Weight, lb. | Per lb. |
|---|---|---|
| Inferior Stock, or Specky | 6, 7, 8, 9, 10 | $ .25@.26 |
| Ordinary, or N, third sorting of fair paper | 6, 7, 8, 9, 10 | .26@.27 |
| Good, or M, of fair quality | 7, 8, 9, 10, 12 | .27@.28 |
| Perfect, of good quality | 7, 8, 9, 10, 12 | .28@.30 |
| Superior finish, or Plated, by notable makers | 8, 9, 10, 12 | .35@.40 |
| Thin Linen, or Exchange Letter | about 4 ℔ | per ream $3.50 |
| Antique Note, or Bond, thick | about 9 ℔ | 6.75 |

ENGLISH QUALITIES AND PRICES, WHITE OR BLUE, FOLDED.

Superior quality, plated, white and blue, plain, of 8 and 10 pounds weight, is sold at prices equivalent to 60@65 cents per pound. Double Large Post, 21 × 33 inches, of 56 and 62 pounds weight, from which Letter weighing 12 and 14 pounds may be cut, is sold at 60 cents per pound.

Thin Bank Letters, cream, plain, of 4½ and 5½ pounds weight, may be had at $5.50 and $6.50 per ream.

Antique Parchment Letter, of 15 pounds weight, may be made from 32 pound Folio, at a cost of about $12.00 per ream.

FRENCH QUALITIES AND PRICES.

The cheapest quality of white French Letter is 5 or 6 pounds weight. Price varies from $1.50 to $1.85 per ream, according to weight. Blue is about ten per cent. higher in price.

First-class French plain Letter, white or blue, laid and wove, and the plainer styles of Quadrille, of 6 to 10 pounds weight, are sold at about 50 cents per pound.

Quadrille and Fantaisie of novel patterns, plain, wove or laid, and Tinted, of the best manufacturers, are sold at prices per ream equivalent to 60 or 65 cents per pound. The Quadrille and Plain, white or blue, wove or laid, are of 6 to 10 pounds weight; the Tinted and Fantaisie are from 8 to 12 pounds weight. The thicker papers are in irregular supply. French Folio Post, of 12, 14, and 16 kilogrammes, can be had of importing stationers, from which Letters of 12, 14, and 16 pounds may be cut. See Folio Post, page 35.

The marked weights in kilogrammes of the weight per ream in the folio may be accepted as the weight in American pounds, viz.: a LETTER paper marked 10 kilo. is about 10 pounds weight.

Onion-skin of less than 3 pounds weight, white and blue, ruled and plain, is sold at $3.50 to $4.00 per ream.

### Commercial Letter, 11 × 17 inches.

This size is usually folded, but is sometimes found as flat paper. There is not much variety in the few qualities of folded American papers.

Inferior stock and Specky, of 8, 9, and 10 pounds weight, is sold at 26 @ 27 cents per pound.

N, or inferior make, of same weights, at 27 @ 28 cents per pound.

M, of good make, 8, 9, and 10 pounds weight, at 28 @ 29 cents per pound.

Perfect, of good quality, of same weights, at 30 @ 32 cents per pound.

The leaning of prices is always to higher rates than those of Letter, even for papers of same quality.

Tinted, Thin Linen, Antique, and Plated are qualities too rarely found as folded papers, to merit quotations. As Letters and Commercial Letters are cut, with but trivial waste, from Folio Post, 17 × 22 or 18 × 23, it is practicable for a printer to make this size at little cost.

English Commercial Letters are of more variable size than the American. Some are cut from rough-edged Medium, 17 × 22 inches, and others from Post, 16½ × 21 inches. Where there is such difference in both the size of the paper and the trimming, it is not practicable to define the weights. The folded papers on sale are mostly of light weights, and of good qualities. The prices per pound are the same as those given for English Letters. The variety or assortment is also about the same.

French Commercial Letter is also of variable size, in many cases not more than 10¼ × 16¼ inches. The qualities and prices per pound given for French Letter may be used for Commercial Letter, it being understood that both weight and price are from ten to fifteen per cent. more.

### Packet Post, 11½ × 18 inches.
### Extra Packet Post, 11½ × 18½ inches.

These sizes are little used by printers. The stock of the largest paper warehouse is too small and too little varied to require special prices. The common weights are 10, 12, 14 pounds to the ream. English and French papers of this size, usually of light weights, may be had of importing stationers. Prices per ream are about twenty per cent. higher than those for Letter of same quality.

### Foolscap, 12½ × 16 inches.

The size of this paper is extremely variable, ranging from 11¾ × 15 to 13 × 16 inches. It is more used for writing purposes than for printing. It can be found in great variety of quality, ruled and plain.

Engine-sized paper, of inferior quality, may sometimes be had, flat, of this or some approximating size, at 18 to 20 cents per pound.

| Qualities. | Weight, lbs. | Per lb. |
|---|---|---|
| Inferior Stock, or Specky | 8 to 12 | $ .20 @ .22 |
| Ordinary, or N. or poor make | 8 to 12 | .23 @ .25 |
| Good, or M, of fair quality | 9 to 14 | .26 @ .28 |
| Perfect, good makers | 10 to 14 | .28 @ .30 |
| Superior finish, or Plated | 12 to 14 (scarce) | .30 @ .33 |
| English, superior, Plated | 12 to 14 | .60 |
| " hand-made | 12 to 15 | .75 |

### Legal Foolscap, 8 × 24 inches.

This is exclusively a Writing paper, is always ruled and folded, and should not be confounded with Law Blank Cap, or Small Flat Cap, 13 × 16 inches. Plain paper of this size cannot be bought. It must be cut out of Double Cap.

## FLAT PAPERS.

### Small Flat Cap, 13×16 inches.

This size is also known in the trade as LAW BLANK CAP, CORPORATION CAP, and LEGAL CAP, and is sometimes called POT, to which English and French size it closely approximates. Of the lower grades and lighter weights there is a fair supply. Fine and thick papers of this size are unusual. It is chiefly used by blank-book manufacturers, and also, in fine qualities made to order, by law stationers for the printing of law blanks.

White laid is most common; wove is scarcer; blue is unknown. Between this size and Flat Cap, 14 × 17 inches, sizes 12½ × 17, 13½ × 16½, 12 × 20, and 12 × 22 inches may at times be found. The weights are always light, and the qualities of a low grade.

| Qualities. | Weight, lb. | Per lb. |
|---|---|---|
| Engine-sized, common, poor finish | 9 to 12 | $ .18 @ .20 |
| Engine-sized, super-calendered | 10 to 12 | .22 @ .23 |
| Inferior Stock, or Specky, tub-sized | 9 to 12 | .22 @ .23 |
| N, or of poor make | 9 to 12 | .24 @ .26 |
| M, of good quality | 10 to 13 | .26 @ .28 |

### Flat Cap, 14×17 inches.

This is a standard size, to the regular folds of which nearly all mercantile blanks are made to conform. It may be found in white and blue, and of all weights from 12 to 18 lb. Ten pounds and lighter weights are not unknown, but are not common. Twenty-pounds weight is scarce; most printers make this by cutting in two forty-pound Double Cap. Laid Flat Cap is rare—to be found only in the cheapest American and best foreign qualities. Blue Flat Cap may be found of most weights, but never in such variety as white. Pink, yellow, buff, green, and lilac tinted, are to be had of the weights 14 and 16 lb, usually packed flat, two reams to the bundle.

| Qualities. | Weights. | Per lb. |
|---|---|---|
| Engine-sized, common, rough finish | 10, 11, 12 lb | $ .18 @ .20 |
| " good to fair quality | 11, 12, 13 lb | .20 @ .21 |
| " fine, highly calendered | 10, 11, 12 lb | .22 @ .23 |
| Tub-sized, but of Inferior Stock or Specky | 12, 14, 16, 18 lb. | .20 @ .22 |
| Ordinary or N, or third sorting of fair paper | 12, 14, 16, 18 lb. | .23 @ .25 |
| Good or M, of fair quality | 12, 14, 16, 18 lb. | .25 @ .27 |
| First-class or Perfect, of good makers | 12, 14, 16, 18 lb. | .27 @ .30 |
| Superior Plated, by notable makers | 12, 14, 16, 18 lb. | .30 @ .33 |
| Best Ledger papers | 16, 18, 20 lb | .30 |
| Tinted, buff, yellow, lilac, green, and canary | 14, 16 lb | .30 @ .33 |
| Exchange Cap, white and blue | 6 lb | per ream 6.00 |
| English, super-calendered or plated | 14, 16 lb | .60 |
| English hand-made Ledger, 13½×16½, | 16, 18 lb | per ream (in gold) 7.00 |

**Exchange Cap** is a thin, semi-transparent, highly-calendered, hard and strong paper. It is used for bills of exchange, certificates, and other blanks, that must be of light weight, and may receive hard usage. Is not so strong as Bond or Parchment, but is better adapted for receiving fine impressions.

**Drawing Cap** is a cold-pressed paper, useful only in printing imitated antique work, or for making drawing-books. Price per ream, $5.00.

### Crown, 15×19 inches,

Is a size but little used. It cannot be found in any variety of weights or qualities, and is usually held at a higher price than Flat Cap.

| | | | |
|---|---|---|---|
| Good M...18, 20 lb.... | .27@.30 | English, plated..24, 32 lb.... | .60 |
| Perfect....18, 20, 22 lb. | .30@.33 | French, 14×18.....19 lb.... | .60 |

The English and French papers are halves of a larger size. See Double Cap.

### Demy, 16×21 inches,

Is a common size, to be had in great variety, of both white and blue, of weights ranging from 20 to 28 lb. The lighter weights are of low quality.

| Qualities. | Weights. | Per lb. |
|---|---|---|
| Engine-sized, of fair quality | 18, 20, 22, 24 lb | $ .22 @ .24 |
| Tub-sized, but of Inferior Stock | 22, 24, 26 lb | .22 @ .25 |
| Ordinary or N, third sorting of fair paper | 25, 28 lb | .24 @ .26 |
| Good or M, of fair quality | 20, 22, 24, 28 lb | .26 @ .28 |
| Perfect, of good make | 26, 28 lb | .28 @ .30 |
| Best Ledger papers | 28, 30 lb | .. .30 |
| English, hand-made, 15×20 inches, 25 lb..per ream (in gold).. | | .. 11.00 |

### Folio Post, 17×22 inches,

May be found in a great variety of weights and qualities, white and blue, foreign and American. The American flat, two reams to the bundle; the French in one-ream wrappers.

| Qualities. | Weights. | Prices. |
|---|---|---|
| Belgian, ordinary, white | 11 lb.....per ream. | $2.00 |
| " " blue | 11 lb..... " | 2.25 |
| French, fair quality, white | 10, 11, 12, 14..per lb. | .30 |
| " fine quality, white or blue, Quadrille | 18, 22, 26, 35 lb.. | .40 @ .50 |
| " fine quality, Fantaisie, white or tinted | 18, 22 lb | .60 |
| Engine-sized, common, poor color | 12, 14, 16 lb | .19 @ .20 |
| " good, fair surface | 12, 14, 16 lb | .22 |
| " superior, highly calendered | 12, 14, 16, 18, 20 lb... | .23 |
| Inferior Stock, or Specky, tub-sized | 12, 14, 16, 18, 20, 22 lb | .24 |
| Ordinary or N, third sorting of fair paper | 12, 14, 16, 18, 20, 22 lb | .25 |
| Good M, of good makers and fair quality | 12, 14, 16, 18, 20, 22, 24 | .27 |
| Perfect, of good makers | 12, 14, 16, 18, 20, 22, 24 | .29 |
| Superior finish, by notable makers | 16, 18, 20, 22, 24, 28 lb | .33 |
| American Bank Folio | per ream | 9.00 |
| English Thin Bank Post (15¼×19½) | 10 lb..... " | 11.00 |
| " " " Medium (17×22) | 12 lb..... " | 13.00 |
| " Antique Parchment | 32 lb..... " | 24.00 |
| " Blue Wove, plated | 16 lb..... " | 11.00 |

The English and French papers are mostly sold by the ream, in even fractions of the dollar. The prices per pound are the nearest approximations.

### Extra-Size Folio, 18 × 23 inches,

And sometimes 19 × 23 inches, is not so common a size as the ordinary Folio Post. The variety is usually small, even in the largest paper warehouses.

Good M paper, of good makers, 18 and 20 ℔ . . . . . $ .26 @ .28
Perfect paper, " " 18 and 20 ℔ . . . . . .28 @ .30

### Check Folio, 17 × 24 inches,

And sometimes 18 × 24 inches, may be found in some warehouses, of 20, 22, and 24 ℔ weights, of M and Perfect qualities only, at 26 @ 30 cents per ℔.

Irregular sizes, like 20 × 24 inches, and 19 × 24 inches, are not uncommon; but they are not regular papers, and cannot be depended on for regularity of supply.

Engine-sized and common papers are not to be found larger than the size of Medium. The same remark may be made as to thickness. A Medium (or, as it is oftener called, an Extra-size Folio) of 18 × 23 or 19 × 24 inches, of 24 and 28 pounds, may at times be found in a paper warehouse, but there are no large thin writing papers.

## LEDGER PAPERS.

The larger sizes of Writing are always strict Ledger papers, thick, and of the best qualities. There is but little of the N grade, as in Flat Caps, and even M is often in limited supply. Perfect paper is more common than inferior qualities.

All Ledger papers are packed in bundles of one ream. They are not usually sold by weight, but at a fixed price per ream.

Flat Caps and Demys, M and Perfect, are considered Ledger papers.

The quality of Ordinary or M paper also ceases with Imperial. Columbier and larger sizes can be made in quantities of five or six reams, but orders are rarely accepted for any but strictly first-class or perfect papers. The current price for Perfect paper on such orders is from 47 to 50 cents per pound.

### Medium Writing, 18 × 23 inches.

Usual weight, 36 pounds.

Fair quality, from a good manufacturer . . . . . per ream . . $10.00 @ $12.00
M, of best American manufacturers, 36 ℔ . . . . " . . . . 12.00
Perfect, " " " . . . . " . . . . 13.00
English, hand-made, 17 × 22 . 34, 35 ℔ (in gold) " . . . . 16.20

### Royal Writing, 19 × 24 inches.

Usual weight, 42 pounds.

Fair quality, from a good manufacturer . . . . . per ream . . $12.00 @ $15.00
M, of best American manufacturers, 42 ℔ . . . . " . . . . 15.00
Perfect, " " " . . . . " . . . . 17.00
English, hand-made, 19¼ × 24, 44, 45 ℔ (in gold) " . . . . 20.80

### Super Royal Writing, 20 × 28 inches.

Usual weight, 52 pounds.

| | | |
|---|---|---|
| Fair quality, from a good manufacturer | per ream | $16.00 @ $20.00 |
| M, of best American manufacturers, 50 lb | " | 20.00 |
| Perfect " " | " | 22.00 |
| English, hand-made, 19¼ × 27½, 54 lb (gold) | " | 25.00 |

### Imperial Writing, 22 × 30 inches.

Usual weight, 65 pounds.

(A leading manufacturer furnishes a paper 23 × 31 inches, by this name).

| | | |
|---|---|---|
| Fair quality, from a good manufacturer, 65 lb, | per ream | $20.00 @ $27.00 |
| M, of best American manufacturers, | " | 27.00 |
| Perfect, " " | " | 29.00 |
| English, hand-made, 72 lb (in gold) | " | 34.87 |

When odd sizes are wanted of superior papers, it may be of advantage to purchase Drawing paper, in rolls, of importing stationers. Fair qualities of irregular sizes of thick Writing are sometimes to be had of Envelope makers.

Larger sizes than Imperial, of American manufacture, are rarely to be found on sale in any paper warehouse. Foreign papers of large size may at times be bought of importing stationers, by the quire, as well as by the ream; but the supply is irregular, and the prices are variable.

English Double Large Post, flat, superior plated, 21 × 33 inches, of 56 and 62 pounds, may be had of some importing stationers, at 60 cents.

Double Demy, 21 × 32 inches, Perfect, of best and ordinary make, 56 pounds to the ream, may sometimes be found on sale, but it cannot be considered as a regular paper. The larger sizes are

| | |
|---|---|
| Elephant | 23 × 28 and 22¼ × 27¾ inches — 72 pounds. |
| Columbier | 24 × 34½ and 23 × 33¾ inches — 120 pounds. |
| Atlas | 26 × 33 inches — 120 pounds. |
| Double Elephant | 26 × 40 and 27 × 40 inches — 140 pounds. |
| Antiquarian | 31 × 53 inches. |

### Double Cap Writing, 17 × 28 inches.

Usual weights, 24, 28, 32, 36, 40 pounds.

This is both a Writing and a Ledger paper, and is usually sold by the pound. It may be found in good assortment of white and blue, in all grades.

| | | | |
|---|---|---|---|
| Engine-sized, ordinary, | per lb $ .20 | Good or M | per lb $ .28 |
| " good | .23 | Perfect | .30 |
| Inferior Stock | .23 | Superior finish | .33 |
| Ordinary or N | .25 | | |

French Double Couronne, thick, laid, plated, white, 18 × 28 inches, of 38 pounds weight, may be had of importing stationers, at 60 cents; English Double Small Post, plated, white, 19 × 31 inches, 48 and 64 pounds, also of importing stationers only, at 60 cents.

## BOND PAPERS.

These papers are made of the finest Writing paper stock, with a special view to strength. They are usually thin, translucent, uncalendered, not at all showy, but of good writing surface, as well as of great durability. For bonds, stock certificates, and to some extent for legal papers, and as note paper, they have preference over all others. They are made in a variety of sizes, and of two regular thicknesses. The common thickness of 14 × 17 paper is 19 pounds to the 1000 sheets; the extra thickness of 14 × 17 paper is 23 pounds to the 1000 sheets. They are packed in bundles of 1000 sheets, and are never sold by the ream. White is the common color, but yellow, pink, and buff are frequently found of the smaller sizes. The regular sizes and prices of the **ordinary thickness,** per 1000 sheets, are:

| | | | |
|---|---|---|---|
| 14 × 17 inches | $15.00 | 17 × 22 inches | $26.00 |
| 15 × 19 | 18.00 | 19 × 23 | 28.00 |
| 16 × 21 | 22.50 | 17 × 28 | 30.00 |
| 16 × 24 | 25.00 | 19 × 30 | 36.00 |

The sizes and prices of the **extra thickness,** per 1000 sheets, are:

| | | | |
|---|---|---|---|
| 14 × 17 inches | $18.00 | 19 × 23 inches | $33.00 |
| 16 × 21 | 27.00 | 17 × 28 | 36.00 |
| 17 × 22 | 30.00 | 19 × 30 | 45.00 |

### Parchment Deed.

This is a thicker, finer, and super-calendered variety of Bond paper. It is used for the printing of life insurance policies, bonds, mortgages, and other papers of value, that may require repeated handling for many years. It is made both white and tinted. The usual sizes and prices per 1000 sheets are:

| | | | |
|---|---|---|---|
| 14 × 17 inches | $28.00 | 17 × 22 inches | $44.00 |
| 16 × 21 | 40.00 | 18 × 23 | 48.00 |

Special sizes of Bond and Parchment Deed are made to order. An order for the special manufacture of 5000 sheets would be accepted.

Bond and Parchment Deed are also put up of Note and Letter shape.

PARCHMENT PAPER. This is a very thick and strong paper, of pale yellowish tint. It will be found of service in printing diplomas, and as a substitute for vellum. The only size on sale is 15 × 20 inches. It may be bought in small quantities at 12 cents per sheet.

## BLOTTING PAPER.

The thinner qualities of this paper that are used for interleaving blank books are of a red or dark pink color. The sizes on sale are Cap, 15 × 18 inches, about 12 pounds weight, at $2.50 per ream; 18 × 23 inches, folded, 17 and 18 pounds, at $4.00 @ $4.25 per ream; and Double Cap, 17 × 28 inches, at $5.00 per ream.

TREASURY Blotting is the name given to the thickest and best quality, of which white is the prevailing color, but blue, buff, pink, drab, yellow, and

other tints are to be had in great variety. The regular weights of a leading manufacturer are 55, 80, and 100 pounds; of another, 60, 80, 100, and 120 pounds. Intermediate weights are not common. The current price for best Treasury is 25 cents per pound.

INFERIOR QUALITIES of Blotting may be bought at various prices, from 18 to 24 cents per pound.

The prices of Blotting are calculated on the marked weights.

## COPYING PAPERS.

This quality is used more for copying-books than for printed work. It is sometimes used for printing Memorandum Billheads, that are to be filled in with pencil, and made in duplicate through Carbon paper. The American papers are stronger and more serviceable than the French, but they are of dull color and not so attractive. The French is always white, thin, highly calendered, and very showy.

A full assortment of sizes of American Copying may be expected only from the manufacturers. The French qualities may be had in variety only of importing stationers. All the following prices are per ream.

### American Buff Copying.

| | | |
|---|---|---|
| 11 × 18 inches ..$2.25 | 18 × 23 inches. $4.50 | 23 × 37 inches ..$9.00 |
| 12 × 19..... 2.50 | 19 × 24..... 5.00 | 25 × 38.....10.00 |
| 13 × 21..... 3.00 | 21 × 26..... 6.00 | 26 × 42.....12.00 |
| 15 × 21..... 3.75 | 21 × 30..... 7.50 | 30 × 42.....15.00 |

### American Parchment Copying.

| | | |
|---|---|---|
| 11 × 18 inches ..$2.70 | 19 × 21 inches .$5.50 | 16 × 39 inches ..$8.55 |
| 12 × 19..... 3.15 | 18 × 23..... 5.70 | 21 × 30..... . 8.65 |
| 13 × 21..... 3.75 | 19 × 27..... 7.05 | 23 × 36.....11.40 |
| 15 × 21..... 4.30 | 19 × 32..... 8.35 | 24 × 38.....12.50 |

21 × 26 inches.....$7.50

### French White Copying.

| | | |
|---|---|---|
| Demy.....$3.75 | Double Crown.$5.50 | Double Demy. 7.25 |
| Medium ..... 4.50 | Double Cap ... 4.50 | Double Medium 8.75 |

Double Crown, unglazed.....$4.50

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**Oiled Paper** is made to protect from moisture the unused leaves of a copying book. Price, per quire: Demy, $2.50; Medium, $3.00; Royal, $3.50; Super Royal, $4.50.

**Carbon Paper** is used for making manifold copies with a pencil point. Price, per dozen sheets: Letter size, $1.00; Flat Cap, $1.50; Folio Post, $2.00.

**India Paper** is used by engravers on wood. The price, per bundle, is $10.00 @ $14.00.

These papers are to be had only of manufacturing or importing stationers.

## PROFIT ON PAPER.

For this, no arbitrary rule can be made. Every printer must decide the question for himself. Printers in cities, in close proximity to large paper warehouses, from which they may buy only as they need, and printers in the country, far removed from sources of supply, and obliged to keep a large stock on hand, are in different positions. The profit that would serve one will not pay the other.

Where a large stock of paper is kept, not only the expense of freight and handling, but an allowance for room rent, insurance, etc., should be added to the invoice price, before the actual cost can be determined.

Where competition is keen, paper is sometimes sold at the price paid to the paper dealer. Profit is looked for only in the items of Printing. Under any circumstances, selling at cost is of doubtful propriety; but to sell any part of a broken package at nominal cost, is really to sell at a loss.

Waste in handling is too serious an item to be overlooked. Setting aside all losses occasioned by negligence or accident, there must be much loss by corded or broken outsides and unseen imperfections. There must be waste in cutting-up, feeding, making-ready, dry-pressing, folding, and packing. It is impossible to pass a fabric so susceptible to damage through so many hands without some sheet receiving damage. It is generally conceded that on ordinary orders five per cent. is a just allowance for waste. On large orders, it is too much; on short orders, or for fine or colored work, too little; as a general rule, barely just. If paper is not carefully handled, the waste will always exceed five per cent.

When an order is given for work by the Ream, it is usual to print the ream, and no more. The customer takes the loss by waste, and should be told that he need not look for more than 456 sheets of perfect paper.

When an order is given by the Thousand, the conditions are altered. A full thousand is expected, to make which it is necessary to give out 1050 sheets to allow for waste. As the provision of this extra five per cent. is unavoidable, five per cent. is added as a part of the cost of paper in the tables of Fractional Sizes of Paper.

Labor spent in Preparing Paper for Press should add to its cost. When it exceeds a certain ratio, this should not be considered as part of the expense of presswork. On book work, it is usual to wet down and dry-press printed matter without specific charge. On job work, it is customary to cut up paper to any size before printing without specific charge. But there should be limits to the application of this too broad rule. When, as in the case of the special cutting-up of 500 eighteen-mo handbills, the value of the labor of cutting-up is as as much, or at least half as much, as that of the paper, and the value of the presswork is insignificant, the extra labor of preparing the paper should be added as part of its cost. The same remark will apply to the squaring of rough-edged paper by a plough-knife, for the securing of accurate register in presswork.

**Small Quantities** of paper, or any quantity less than the regular package in which it is bought, should always be at an advanced price. Twenty-

five per cent. on invoice price is the least advance that should be made in cities: in the sale of small quantities, in interior towns, a much higher rate is necessary.

**Large Quantities** must be priced at discretion. A printer should so endeavor to buy his paper, that he can afford to sell it in quantities at such advance as will not divert the purchaser to a paper dealer for better terms. In most cases he cannot compete with a paper dealer in price per pound or ream; but he should be able to compete with a better knowledge of the customer's needs. It is to the interest of the purchaser to buy of a printer rather than of a paper dealer. The printer's more intimate knowledge of what qualities are needed in the paper, of its exact size and weight, as well as of its adaptability for the class of work, enables him to buy with better judgment than the customer. Customers who consider themselves as close buyers sometimes make grievous mistakes.* In trying to evade the payment of a moderate profit to the printer, they lose double that profit by error in weight, size, or quality.

## TO CALCULATE THE WEIGHT OF PAPER.

When paper of irregular size must be ordered, and it is important to retain a certain thickness, as in the case of enlargement of a form of ordinary 24mo to 32mo, or in case of its reduction to a 16mo, the proper weight of the size wanted may be determined by a simple calculation, thus: The difference between 24 and 32, or between 24 and 16, is 8, or eight twenty-fourths, or one-third. The size of paper wanted should weigh one-third more for the 32-page form, or one-third less for the 16-page form.

When the proportion between the sizes is not regular, as in the above case, the desired weight may be found by reducing both sizes (the paper in use, and the paper desired) to square inches, making a question in simple proportion. For example: To find the weight of a ream of paper 20 × 30 inches, of the same thickness as a ream of 24 × 38 inches, weighing 40 pounds. Multiply together the length and width of the smaller size, 20 × 30, which gives 600 square inches. Multiply the length and width of the larger sheet, 24 × 38, which gives 912 square inches. It is now a simple question of proportion. As 912 is to 600, so is 40 to the answer, which is 26⅓.

912 : 600 : : 40
40
912 ) 24000 ( 26⅓ lbs.
1824
5760
5472
288, or about ⅓.

For testing the weight of papers, Fairbank's Paper Beam will be found of service, as it quickly indicates the weight of a ream by the weighing of one sheet.

*These are examples: To save one cent per pound, or 50 cents per ream, and pay $2.00 per ream for extra labor in presswork, made by unsuitable paper. To buy flat cap at $5.00, instead of double flat cap at $12.00, and pay double, or $4.00 more, for extra presswork. To buy paper that folds as 18mo, and pay more than double price for folding and sewing. Other examples could be added to any extent.

## GIVING OUT PAPER.

Most papers are put up in folded quires of 24 sheets, making 480 sheets to the ream. The two outer are of an inferior quality to the inner eighteen quires. On common printing this inferiority is, in most cases, too imperceptible to deserve notice; on nearly all grades of writing paper, most of the outside sheets are imperfect, and should not be mixed with the perfect quires. The amount of imperfection in the outsides vary with different makers. As a rule, it is not safe to allow more than 440 perfect sheets to the ream of writing paper; on some papers, not more than 432 sheets.

In the making-up of first-class blank books from fine writing papers, stationers allow but 22 sheets to the quire. The 40 sheets over are reserved for outside or fly-leaves, and for waste in ruling. A six-quire book contains but 132 sheets of perfect paper, and from 4 to 6 sheets of fly-leaves; 6 or 8 sheets are allowed for waste. The full price of the ream of paper is always assessed on the 440 perfect sheets. For thick books, or for long editions of printed blanks, this allowance of 40 sheets to the ream for waste is unnecessarily large; for thin books, or short editions, it is as much too small. As an inflexible rule, that must serve in all cases, it is correct. Two thousand sheets made up in large blank books, would require 4 reams (of 440 sheets) and 11 quires (of 22 sheets) of perfect paper and 4 quires (of 24 sheets) outsides for waste. This leaves a surplus of 88 sheets in 4 reams 11 quires of full paper; but the cost should be levied on the whole—both the amount taken and the remnant left. For if the same amount of paper were made up in one or two-quire books, there would not be enough for waste leaves.

On the inferior papers that are used for cheap blank books, it is usual to allow but 20 and 18 sheets, sometimes 16 sheets, to the quire. The practice of calling 16 sheets a quire is misleading, but it is the usage. In the making of competing estimates, usage cannot be disregarded.

In Job work, printing paper is computed by a different method. The waste is not usually so great as on writing paper, and in the better qualities the outside quires have less imperfections. The numbers wanted are nearly always required in hundreds or thousands.

In giving out paper for the printing of books, in long editions, the margin for waste varies with the nature of the paper and the quality of presswork. On the commonest kind of book and pamphlet presswork, the usual allowance is 43 quires to the 1000 sheets, which gives a surplus of 32 sheets to the 1000. On finer work, 44 quires are needed, a surplus of 56 sheets. For wood-cut presswork of the best quality, or for presswork in many colors, a larger allowance is needed, if perfect copies are insisted on.

When 500 copies are wanted of any full-sheet blank or job, five per cent (or 24 sheets) must be added to the ream of 480 sheets ($480 + 24 = 504$ sheets) to make up the full complement. To allow a fair margin for the inevitable waste in handling and bad feeding, and to give, as every fair printer desires, a surplus of a few sheets over, it is necessary to add another five per cent. to the 480 sheets ($504 + 24 = 528$), which is the basis upon which the following tables are calculated.

## PRICES PER 1000 OF FRACTIONAL SIZES OF PAPER.

These prices include the customary allowance for Waste and Surplus.

| Per Ream. | Per Quire. | Full Sheet. | 2 to Sheet. | 3 to Sheet. | 4 to Sheet. | 5 to Sheet. | 6 to Sheet. | 8 to Sheet. | 9 to Sheet. |
|---|---|---|---|---|---|---|---|---|---|
| $1.00 | $ .05 | $2.20 | $1.10 | $ .73 | $ .55 | $ .44 | $ .37 | $ .28 | $ .24 |
| 1.25 | .06¼ | 2.75 | 1.37 | .92 | .69 | .55 | .46 | .35 | .31 |
| 1.50 | .07½ | 3.30 | 1.65 | 1.10 | .83 | .66 | .55 | .42 | .37 |
| 1.75 | .08¾ | 3.85 | 1.93 | 1.28 | .96 | .77 | .64 | .48 | .43 |
| 2.00 | .10 | 4.40 | 2.20 | 1.47 | 1.10 | .88 | .73 | .55 | .49 |
| 2.25 | .11¼ | 4.95 | 2.48 | 1.65 | 1.24 | .99 | .83 | .62 | .55 |
| 2.50 | .12½ | 5.50 | 2.75 | 1.83 | 1.38 | 1.10 | .92 | .69 | .61 |
| 2.75 | .13¾ | 6.05 | 3.02 | 2.01 | 1.51 | 1.21 | 1.01 | .75 | .67 |
| 3.00 | .15 | 6.60 | 3.30 | 2.20 | 1.65 | 1.32 | 1.10 | .83 | .73 |
| 3.25 | .16¼ | 7.15 | 3.58 | 2.38 | 1.79 | 1.43 | 1.19 | .89 | .80 |
| 3.50 | .17½ | 7.70 | 3.85 | 2.57 | 1.93 | 1.54 | 1.28 | .96 | .86 |
| 3.75 | .18¾ | 8.25 | 4.12 | 2.75 | 2.06 | 1.65 | 1.37 | 1.03 | .92 |
| 4.00 | .20 | 8.80 | 4.40 | 2.93 | 2.20 | 1.77 | 1.46 | 1.10 | .98 |
| 4.25 | .21¼ | 9.35 | 4.68 | 3.12 | 2.34 | 1.87 | 1.56 | 1.17 | 1.04 |
| 4.50 | .22½ | 9.90 | 4.95 | 3.30 | 2.48 | 1.98 | 1.65 | 1.24 | 1.10 |
| 4.75 | .23¾ | 10.45 | 5.23 | 3.48 | 2.61 | 2.09 | 1.74 | 1.30 | 1.16 |
| 5.00 | .25 | 11.00 | 5.50 | 3.66 | 2.76 | 2.20 | 1.83 | 1.38 | 1.22 |
| 5.25 | .26¼ | 11.55 | 5.78 | 3.85 | 2.89 | 2.31 | 1.93 | 1.44 | 1.28 |
| 5.50 | .27½ | 12.10 | 6.05 | 4.03 | 3.02 | 2.42 | 2.02 | 1.51 | 1.34 |
| 5.75 | .28¾ | 12.65 | 6.33 | 4.22 | 3.16 | 2.53 | 2.11 | 1.58 | 1.40 |
| 6.00 | .30 | 13.20 | 6.60 | 4.40 | 3.30 | 2.64 | 2.20 | 1.65 | 1.46 |
| 6.25 | .31¼ | 13.75 | 6.87 | 4.58 | 3.44 | 2.75 | 2.29 | 1.72 | 1.53 |
| 6.50 | .32½ | 14.30 | 7.15 | 4.77 | 3.58 | 2.86 | 2.38 | 1.79 | 1.59 |
| 6.75 | .33¾ | 14.85 | 7.42 | 4.95 | 3.71 | 2.97 | 2.47 | 1.85 | 1.65 |
| 7.00 | .35 | 15.40 | 7.70 | 5.13 | 3.85 | 3.08 | 2.56 | 1.92 | 1.71 |
| 7.25 | .36¼ | 15.95 | 7.97 | 5.32 | 3.99 | 3.19 | 2.66 | 1.99 | 1.77 |
| 7.50 | .37½ | 16.50 | 8.25 | 5.50 | 4.13 | 3.30 | 2.75 | 2.06 | 1.83 |
| 7.75 | .38¾ | 17.05 | 8.52 | 5.68 | 4.26 | 3.41 | 2.84 | 2.13 | 1.89 |
| 8.00 | .40 | 17.60 | 8.80 | 5.87 | 4.40 | 3.52 | 2.93 | 2.20 | 1.95 |
| 8.25 | .41¼ | 18.15 | 9.07 | 6.05 | 4.54 | 3.63 | 3.03 | 2.27 | 2.01 |
| 8.50 | .42½ | 18.70 | 9.35 | 6.24 | 4.68 | 3.74 | 3.12 | 2.34 | 2.08 |
| 8.75 | .43¾ | 19.25 | 9.62 | 6.42 | 4.81 | 3.85 | 3.21 | 2.41 | 2.14 |
| 9.00 | .45 | 19.80 | 9.90 | 6.60 | 4.95 | 3.96 | 3.30 | 2.47 | 2.20 |
| 9.25 | .46¼ | 20.35 | 10.17 | 6.78 | 5.09 | 4.07 | 3.39 | 2.54 | 2.26 |
| 9.50 | .47½ | 20.90 | 10.45 | 6.97 | 5.22 | 4.18 | 3.48 | 2.61 | 2.32 |
| 9.75 | .48¾ | 21.45 | 10.72 | 7.15 | 5.36 | 4.29 | 3.57 | 2.68 | 2.38 |
| 10.00 | .50 | 22.00 | 11.00 | 7.33 | 5.50 | 4.40 | 3.66 | 2.75 | 2.44 |
| 10.25 | .51¼ | 22.55 | 11.27 | 7.52 | 5.64 | 4.51 | 3.76 | 2.82 | 2.50 |
| 10.50 | .52½ | 23.10 | 11.55 | 7.70 | 5.78 | 4.62 | 3.85 | 2.89 | 2.56 |
| 10.75 | .53¾ | 23.65 | 11.82 | 7.88 | 5.91 | 4.73 | 3.94 | 2.96 | 2.62 |
| Sheets Required for 1000 Copies. | | 1056 Sheets. | 528 Sheets. | 352 Sheets. | 264 Sheets. | 211 Sheets. | 176 Sheets. | 132 Sheets. | 117 Sheets. |
| Quires Required for 1000 Copies. | | 44 Quires. | 22 Quires. | $14\frac{16}{24}$ Quires. | 11 Quires. | $8\frac{18}{24}$ Quires. | $7\frac{8}{24}$ Quires. | $5\frac{12}{24}$ Quires. | $4\frac{21}{24}$ Quires. |

## PRICES PER 1000 OF FRACTIONAL SIZES OF PAPER.

These prices include the customary allowance for Waste and Surplus.

| Per Ream. | Per Quire. | Full Sheet. | 10 to Sheet. | 12 to Sheet. | 15 to Sheet. | 16 to Sheet. | 18 to Sheet. | 20 to Sheet. | 24 to Sheet. |
|---|---|---|---|---|---|---|---|---|---|
| $1.00 | $ .05 | $2.20 | $ .22 | $ .18 | $ .15 | $ .14 | $ .12 | $ .11 | $ .09 |
| 1.25 | .06¼ | 2.75 | .27 | .23 | .18 | .17 | .15 | .14 | .11 |
| 1.50 | .07½ | 3.30 | .33 | .28 | .22 | .21 | .19 | .16 | .14 |
| 1.75 | .08¾ | 3.85 | .38 | .32 | .26 | .24 | .21 | .19 | .16 |
| 2.00 | .10 | 4.40 | .44 | .37 | .29 | .27 | .24 | .22 | .18 |
| 2.25 | .11¼ | 4.95 | .50 | .41 | .33 | .31 | .27 | .25 | .21 |
| 2.50 | .12½ | 5.50 | .55 | .45 | .37 | .34 | .30 | .28 | .23 |
| 2.75 | .13¾ | 6.05 | .60 | .50 | .40 | .38 | .34 | .30 | .25 |
| 3.00 | .15 | 6.60 | .66 | .55 | .44 | .42 | .37 | .33 | .28 |
| 3.25 | .16¼ | 7.15 | .72 | .60 | .48 | .45 | .40 | .36 | .30 |
| 3.50 | .17½ | 7.70 | .77 | .64 | .51 | .48 | .43 | .38 | .32 |
| 3.75 | .18¾ | 8.25 | .82 | .69 | .55 | .52 | .46 | .41 | .34 |
| 4.00 | .20 | 8.80 | .88 | .74 | .58 | .55 | .49 | .44 | .37 |
| 4.25 | .21¼ | 9.35 | .94 | .78 | .62 | .58 | .52 | .47 | .39 |
| 4.50 | .22½ | 9.90 | .99 | .82 | .66 | .62 | .55 | .50 | .41 |
| 4.75 | .23¾ | 10.45 | 1.05 | .87 | .70 | .65 | .58 | .52 | .43 |
| 5.00 | .25 | 11.00 | 1.10 | .92 | .74 | .68 | .61 | .55 | .46 |
| 5.25 | .26¼ | 11.55 | 1.15 | .96 | .77 | .72 | .64 | .57 | .48 |
| 5.50 | .27½ | 12.10 | 1.21 | 1.00 | .80 | .76 | .67 | .60 | .50 |
| 5.75 | .28¾ | 12.65 | 1.26 | 1.05 | .84 | .79 | .70 | .63 | .53 |
| 6.00 | .30 | 13.20 | 1.32 | 1.10 | .88 | .83 | .73 | .66 | .55 |
| 6.25 | .31¼ | 13.75 | 1.37 | 1.15 | .92 | .86 | .76 | .68 | .57 |
| 6.50 | .32½ | 14.30 | 1.43 | 1.19 | .95 | .89 | .79 | .72 | .59 |
| 6.75 | .33¾ | 14.85 | 1.48 | 1.24 | .99 | .93 | .82 | .74 | .62 |
| 7.00 | .35 | 15.40 | 1.54 | 1.28 | 1.02 | .96 | .86 | .77 | .64 |
| 7.25 | .36¼ | 15.95 | 1.59 | 1.33 | 1.06 | .99 | .89 | .79 | .67 |
| 7.50 | .37½ | 16.50 | 1.65 | 1.38 | 1.10 | 1.03 | .92 | .82 | .69 |
| 7.75 | .38¾ | 17.05 | 1.70 | 1.42 | 1.14 | 1.06 | .94 | .85 | .72 |
| 8.00 | .40 | 17.60 | 1.76 | 1.47 | 1.17 | 1.10 | .98 | .88 | .73 |
| 8.25 | .41¼ | 18.15 | 1.81 | 1.51 | 1.21 | 1.14 | 1.00 | .90 | .76 |
| 8.50 | .42½ | 18.70 | 1.87 | 1.56 | 1.25 | 1.17 | 1.04 | .93 | .78 |
| 8.75 | .43¾ | 19.25 | 1.92 | 1.60 | 1.28 | 1.20 | 1.07 | .96 | .80 |
| 9.00 | .45 | 19.80 | 1.98 | 1.65 | 1.32 | 1.23 | 1.10 | .99 | .82 |
| 9.25 | .46¼ | 20.35 | 2.03 | 1.69 | 1.36 | 1.27 | 1.13 | 1.02 | .84 |
| 9.50 | .47½ | 20.90 | 2.09 | 1.74 | 1.39 | 1.30 | 1.16 | 1.04 | .87 |
| 9.75 | .48¾ | 21.45 | 2.14 | 1.78 | 1.43 | 1.34 | 1.19 | 1.07 | .89 |
| 10.00 | .50 | 22.00 | 2.20 | 1.83 | 1.47 | 1.37 | 1.22 | 1.10 | .91 |
| 10.25 | .51¼ | 22.55 | 2.25 | 1.88 | 1.50 | 1.41 | 1.25 | 1.12 | .94 |
| 10.50 | .52½ | 23.10 | 2.31 | 1.93 | 1.54 | 1.45 | 1.28 | 1.15 | .96 |
| 10.75 | .53¾ | 23.65 | 2.36 | 1.97 | 1.58 | 1.48 | 1.31 | 1.18 | .98 |
| Sheets Required for 1000 Copies. | | 1056 Sheets. | 105 Sheets. | 88 Sheets. | 70 Sheets. | 66 Sheets. | 59 Sheets. | 53 Sheets. | 44 Sheets. |
| Quires Required for 1000 Copies. | | 44 Quires. | $4\frac{2}{24}$ Quires. | $3\frac{16}{24}$ Quires. | $2\frac{22}{24}$ Quires. | $2\frac{18}{24}$ Quires. | $2\frac{11}{24}$ Quires. | $2\frac{5}{24}$ Quires. | $1\frac{20}{24}$ Quires. |

## PRICES PER 1000 OF FRACTIONAL SIZES OF PAPER.

These prices include the customary allowance for Waste and Surplus.

| Per Ream. | Per Quire. | Full Sheet. | 2 to Sheet. | 3 to Sheet. | 4 to Sheet. | 5 to Sheet. | 6 to Sheet. | 8 to Sheet. | 9 to Sheet. |
|---|---|---|---|---|---|---|---|---|---|
| $11.00 | $ .55 | $24.20 | $12.10 | $8.07 | $6.05 | $4.84 | $4.03 | $3.03 | $2.68 |
| 11.25 | .56¼ | 24.75 | 12.37 | 8.25 | 6.19 | 4.95 | 4.12 | 3.09 | 2.74 |
| 11.50 | .57½ | 25.30 | 12.65 | 8.43 | 6.32 | 5.06 | 4.22 | 3.16 | 2.81 |
| 11.75 | .58¾ | 25.85 | 12.92 | 8.62 | 6.46 | 5.17 | 4.31 | 3.23 | 2.87 |
| 12.00 | .60 | 26.40 | 13.20 | 8.80 | 6.60 | 5.28 | 4.40 | 3.30 | 2.93 |
| 12.25 | .61¼ | 26.95 | 13.48 | 8.98 | 6.74 | 5.39 | 4.49 | 3.37 | 2.99 |
| 12.50 | .62½ | 27.50 | 13.75 | 9.17 | 6.87 | 5.50 | 4.58 | 3.44 | 3.06 |
| 12.75 | .63¾ | 28.05 | 14.02 | 9.35 | 7.01 | 5.61 | 4.67 | 3.51 | 3.12 |
| 13.00 | .65 | 28.60 | 14.30 | 9.53 | 7.15 | 5.72 | 4.77 | 3.58 | 3.18 |
| 13.25 | .66¼ | 29.15 | 14.58 | 9.72 | 7.29 | 5.83 | 4.86 | 3.64 | 3.24 |
| 13.50 | .67½ | 29.70 | 14.85 | 9.90 | 7.42 | 5.94 | 4.95 | 3.71 | 3.30 |
| 13.75 | .68¾ | 30.25 | 15.13 | 10.08 | 7.56 | 6.05 | 5.04 | 3.78 | 3.36 |
| 14.00 | .70 | 30.80 | 15.40 | 10.27 | 7.70 | 6.16 | 5.13 | 3.85 | 3.42 |
| 14.50 | .72½ | 31.90 | 15.95 | 10.63 | 7.98 | 6.38 | 5.31 | 3.99 | 3.54 |
| 15.00 | .75 | 33.00 | 16.50 | 11.00 | 8.25 | 6.60 | 5.50 | 4.12 | 3.66 |
| 15.50 | .77½ | 34.10 | 17.05 | 11.36 | 8.52 | 6.82 | 5.68 | 4.26 | 3.78 |
| 16.00 | .80 | 35.20 | 17.60 | 11.73 | 8.80 | 7.04 | 5.86 | 4.40 | 3.91 |
| 16.50 | .82½ | 36.30 | 18.15 | 12.10 | 9.08 | 7.26 | 6.05 | 4.54 | 4.03 |
| 17.00 | .85 | 37.40 | 18.70 | 12.47 | 9.35 | 7.48 | 6.23 | 4.67 | 4.16 |
| 17.50 | .87½ | 38.50 | 19.25 | 12.83 | 9.62 | 7.70 | 6.42 | 4.81 | 4.28 |
| 18.00 | .90 | 39.60 | 19.80 | 13.20 | 9.90 | 7.92 | 6.60 | 4.95 | 4.40 |
| 18.50 | .92½ | 40.70 | 20.35 | 13.57 | 10.18 | 8.14 | 6.78 | 5.09 | 4.52 |
| 19.00 | .95 | 41.80 | 20.90 | 13.93 | 10.45 | 8.36 | 6.96 | 5.23 | 4.64 |
| 19.50 | .97½ | 42.90 | 21.45 | 14.30 | 10.72 | 8.58 | 7.15 | 5.36 | 4.76 |
| 20.00 | 1.00 | 44.09 | 22.00 | 14.66 | 11.00 | 8.80 | 7.33 | 5.50 | 4.88 |
| 21.00 | 1.05 | 46.20 | 23.10 | 15.40 | 11.55 | 9.24 | 7.70 | 5.78 | 5.13 |
| 22.00 | 1.10 | 48.40 | 24.20 | 16.13 | 12.10 | 9.68 | 8.07 | 6.05 | 5.38 |
| 23.00 | 1.15 | 50.60 | 25.30 | 16.87 | 12.65 | 10.12 | 8.44 | 6.32 | 5.62 |
| 24.00 | 1.20 | 52.80 | 26.40 | 17.60 | 13.20 | 10.56 | 8.80 | 6.60 | 5.87 |
| 25.00 | 1.25 | 55.00 | 27.50 | 18.33 | 13.75 | 11.00 | 9.17 | 6.87 | 6.11 |
| 26.00 | 1.30 | 57.20 | 28.60 | 19.07 | 14.30 | 11.44 | 9.53 | 7.15 | 6.35 |
| 27.00 | 1.35 | 59.40 | 29.70 | 19.80 | 14.85 | 11.88 | 9.90 | 7.42 | 6.60 |
| 28.00 | 1.40 | 61.60 | 30.80 | 20.53 | 15.40 | 12.32 | 10.27 | 7.70 | 6.84 |
| 29.00 | 1.45 | 63.80 | 31.90 | 21.27 | 15.95 | 12.76 | 10.64 | 7.97 | 7.09 |
| 30.00 | 1.50 | 66.00 | 33.00 | 22.00 | 16.50 | 13.20 | 11.00 | 8.25 | 7.33 |
| Sheets Required for 1000 Copies. | | 1056 Sheets. | 528 Sheets. | 352 Sheets. | 264 Sheets. | 211 Sheets. | 176 Sheets. | 132 Sheets. | 117 Sheets. |
| Quires Required for 1000 Copies. | | 44 Quires. | 22 Quires. | $14\frac{16}{24}$ Quires. | 11 Quires. | $8\frac{8}{24}$ Quires. | $7\frac{8}{24}$ Quires. | $5\frac{8}{24}$ Quires. | $4\frac{9}{24}$ Quires. |

## PRICES PER 1000 OF FRACTIONAL SIZES OF PAPER.

These prices include the customary allowance for Waste and Surplus.

| Per Ream. | Per Quire. | Full Sheet. | 10 to Sheet. | 12 to Sheet. | 15 to Sheet. | 16 to Sheet. | 18 to Sheet. | 20 to Sheet. | 24 to Sheet. |
|---|---|---|---|---|---|---|---|---|---|
| $11.00 | $ .55 | $24.20 | $2.42 | $2.02 | $1.61 | $1.51 | $1.34 | $1.21 | $1.01 |
| 11.25 | .56¼ | 24.75 | 2.47 | 2.06 | 1.65 | 1.55 | 1.37 | 1.24 | 1.03 |
| 11.50 | .57½ | 25.30 | 2.53 | 2.11 | 1.68 | 1.58 | 1.40 | 1.27 | 1.05 |
| 11.75 | .58¾ | 25.85 | 2.58 | 2.15 | 1.72 | 1.61 | 1.43 | 1.29 | 1.07 |
| 12.00 | .60 | 26.40 | 2.64 | 2.20 | 1.76 | 1.65 | 1.46 | 1.32 | 1.10 |
| 12.25 | .61¼ | 26.95 | 2.69 | 2.25 | 1.80 | 1.69 | 1.49 | 1.35 | 1.13 |
| 12.50 | .62½ | 27.50 | 2.75 | 2.29 | 1.83 | 1.72 | 1.53 | 1.38 | 1.15 |
| 12.75 | .63¾ | 28.05 | 2.80 | 2.34 | 1.87 | 1.75 | 1.56 | 1.40 | 1.17 |
| 13.00 | .65 | 28.60 | 2.86 | 2.38 | 1.91 | 1.79 | 1.59 | 1.43 | 1.19 |
| 13.25 | .66¼ | 29.15 | 2.91 | 2.43 | 1.94 | 1.82 | 1.62 | 1.45 | 1.21 |
| 13.50 | .67½ | 29.70 | 2.97 | 2.47 | 1.98 | 1.85 | 1.65 | 1.49 | 1.23 |
| 13.75 | .68¾ | 30.25 | 3.02 | 2.52 | 2.01 | 1.89 | 1.68 | 1.51 | 1.26 |
| 14.00 | .70 | 30.80 | 3.08 | 2.57 | 2.05 | 1.92 | 1.72 | 1.54 | 1.28 |
| 14.50 | .72½ | 31.90 | 3.19 | 2.65 | 2.13 | 1.99 | 1.77 | 1.59 | 1.32 |
| 15.00 | .75 | 33.00 | 3.30 | 2.75 | 2.20 | 2.06 | 1.83 | 1.65 | 1.37 |
| 15.50 | .77½ | 34.10 | 3.41 | 2.84 | 2.27 | 2.13 | 1.89 | 1.70 | 1.42 |
| 16.00 | .80 | 35.20 | 3.52 | 2.93 | 2.35 | 2.20 | 1.95 | 1.76 | 1.46 |
| 16.50 | .82½ | 36.30 | 3.63 | 3.02 | 2.42 | 2.27 | 2.01 | 1.81 | 1.51 |
| 17.00 | .85 | 37.40 | 3.74 | 3.12 | 2.49 | 2.34 | 2.08 | 1.87 | 1.56 |
| 17.50 | .87½ | 38.50 | 3.85 | 3.21 | 2.57 | 2.40 | 2.14 | 1.92 | 1.60 |
| 18.00 | .90 | 39.60 | 3.96 | 3.30 | 2.64 | 2.47 | 2.20 | 1.98 | 1.65 |
| 18.50 | .92½ | 40.70 | 4.07 | 3.39 | 2.71 | 2.54 | 2.26 | 2.03 | 1.69 |
| 19.00 | .95 | 41.80 | 4.18 | 3.48 | 2.79 | 2.61 | 2.32 | 2.09 | 1.74 |
| 19.50 | .97½ | 42.90 | 4.29 | 3.57 | 2.86 | 2.68 | 2.38 | 2.14 | 1.78 |
| 20.00 | 1.00 | 44.00 | 4.40 | 3.67 | 2.93 | 2.75 | 2.44 | 2.20 | 1.83 |
| 21.00 | 1.05 | 46.20 | 4.62 | 3.85 | 3.08 | 2.89 | 2.57 | 2.31 | 1.92 |
| 22.00 | 1.10 | 48.40 | 4.84 | 4.03 | 3.23 | 3.03 | 2.69 | 2.42 | 2.01 |
| 23.00 | 1.15 | 50.60 | 5.06 | 4.22 | 3.37 | 3.16 | 2.81 | 2.53 | 2.11 |
| 24.00 | 1.20 | 52.80 | 5.28 | 4.40 | 3.52 | 3.30 | 2.93 | 2.64 | 2.20 |
| 25.00 | 1.25 | 55.00 | 5.50 | 4.58 | 3.67 | 3.44 | 3.05 | 2.75 | 2.29 |
| 26.00 | 1.30 | 57.20 | 5.72 | 4.76 | 3.81 | 3.57 | 3.18 | 2.86 | 2.38 |
| 27.00 | 1.35 | 59.40 | 5.94 | 4.95 | 3.96 | 3.71 | 3.30 | 2.97 | 2.47 |
| 28.00 | 1.40 | 61.60 | 6.16 | 5.13 | 4.11 | 3.85 | 3.42 | 3.08 | 2.57 |
| 29.00 | 1.45 | 63.80 | 6.38 | 5.32 | 4.25 | 3.99 | 3.54 | 3.19 | 2.66 |
| 30.00 | 1.50 | 66.00 | 6.60 | 5.50 | 4.40 | 4.13 | 3.66 | 3.30 | 2.75 |
| Sheets Required for 1000 Copies. | | 1056 Sheets. | 105 Sheets. | 88 Sheets. | 70 Sheets. | 66 Sheets. | 59 Sheets. | 53 Sheets. | 44 Sheets. |
| Quires Required for 1000 Copies. | | 44 Quires. | $4\frac{0}{24}$ Quires. | $3\frac{16}{24}$ Quires. | $2\frac{22}{24}$ Quires. | $2\frac{18}{24}$ Quires. | $2\frac{11}{24}$ Quires. | $2\frac{5}{24}$ Quires. | $1\frac{20}{24}$ Quires. |

Most orders for Printing are for exact numbers. It is only on Billheads and Blank Books that work is ordered by the ream or quire. It is, therefore, better to make calculations of the value of paper by the 100 or 1000 sheets or fractions of sheets. From such a unit, it is but simple work to calculate the value of paper for any amount.

For example: To find the value of 1000 copies of billhead paper at $5.50 per ream. Turn to page 42. On line with $5.50, under the headings of Full Sheet, 2, 4, 6, 8 to sheet, will be found the exact price for 1000 copies of each size, viz.: Full Sheet, $12.10; 2°, $6.05; 4°, $3.02; 6°, $2.02; 8°, $1.50. If large quantities are wanted, multiply the quantity wanted by the the price for the size. If a smaller quantity than 1000 is wanted, use the price per hundred, which is made by striking out the last figure in the exact price of each size, viz.: Full Sheet, $1.21 per 100; 2°, 60 cents; 4°, 30 cents; 6°, 20 cents; 8°, 15 cents. Then multiply the quantity wanted by the proper price per hundred.

With these figures before him, a printer of but little practice in calculation can readily make up the price for any number, and often without the use of a pencil. It can be done, too, with a certainty of accuracy that a novice never has when he attempts to ascertain the value of paper by the old method of finding the fraction of the sheet, then the whole number of sheets, then the quires, then the price per quire, then the multiplication of these two, and lastly the addition of profit. With these tables, it is but a simple matter to add together the price of the work, and the price of the paper. The delay of computing the price per thousand, by special calculation, through the price per ream or per quire, is entirely avoided.

In the printed prices of Value of Paper on the following pages the rate of profit will be found to vary with the class of work. On Billheads, for which there is everywhere great competition, and on Order Books, for which cheapest qualities of paper are usually requested, the rate of profit is lower than is just. It is put at this low rate only because it is the usage, a usage that it is useless to oppose. On other ordinary work, the prices of paper have been adjusted so as to give a profit of about twenty per cent. upon invoice price, which rate of profit on sales of ordinary amount may be considered fair. For trivial orders, requiring paper of no greater value than $1.00, this rate does not pay expenses of handling and cutting up. A suitably increased rate for sales of paper in small quantities would have been made in the special tables of Value of Paper, were it not that the printed prices per 100 or per 1000 will often be used in calculating large quantities for which such an advanced rate would be unreasonable and unjust. To prevent more serious error, it is necessary, in these tables, to keep all the printed prices in exact agreement with each other.

When the printed prices per ream are found to yield a fair profit, they may be used for all sales of paper between $5 and $50, which will comprise nine-tenths of every job printer's work. For sales of more than $50, and less than $100, add from 10 to 15 per cent. to cost; for sales over $100, and for any larger amount, such diminished rate as may be expedient.

# COMPOSITION.

There are three distinct branches of Composition: BOOK, NEWSPAPER, and JOB. Each branch has a separate method of doing work, a different class of workmen, and different prices.

## NEWSPAPER COMPOSITION.

As commonly done, Newspaper work is considered as the simplest and cheapest kind of Composition.* It is always done at the lowest prices. All the conditions favor economy of cost. Unlike Book or Job work, but a moderate capital is required to furnish the type and material, and all this material is kept in active service. The type can be used longer with acceptability than it could on ordinary Job or Book work. The work is regular, and can be done with system and economy. The compositors require the least skill, and are paid the lowest price; exactness in spacing, and the finish of good Book work are not expected. Niceties in orthography, punctuation, and the use of capitals are often disregarded. Proof-reading is equally simple; few Newspapers have more than one proof and revise.

**Reprint.** For this class of work, on which the copy is principally Reprint, and the edition small, the regular rate is 80 cents per 1000 ems.

**Manuscript.** If the copy is mostly Manuscript, and the edition is large, the rate is 85 cents per 1000 ems.†

**Measurement of Matter.** As in Book work, matter is measured from extreme points, across the column-rules, and including head and foot lines.

**Wood Cuts and Large Electrotypes.** The traditionary rule of the trade and the specific rule of all Printers' Unions require that all wood cuts shall be measured as part of the text. For cuts of small or ordinary size, displacing less than 2000 ems, the rule is fair and should be obeyed; for large cuts, occupying many thousand ems of matter, the rule cannot always be enforced. Where the wood cuts or electrotypes cannot be measured, all time spent in squaring, leveling, or justifying them should be specifically charged at 60 cents per hour. Engravings on wood, of large size, always give great trouble to pressmen, and should be supplanted by electrotypes, at the customer's expense.

If wood cuts or electrotypes are of broken or irregular outline, and the type has to be led down the side in various widths of measure, and with

* This remark applies only to the ordinary Weekly Newspaper, as usually done by printers for the trade. Daily Newspapers, Illustrated Weeklies, and Journals of Finance and Science require and should receive as much care as good Book work.

† These are the established rates, as agreed upon by the leading printers of New York City. Lower prices are sometimes made, but they are inadequate. The Compositor is paid 45 or 46 cents per 1000 ems for matter delivered on galleys; the Making-up and Stone-work (estimated on chargeable composition only) costs from 3 to 6 cents per 1000 ems; the Reading and Superintendence is never less than 15 cents per 1000 ems, and in most cases is much more. Sixty-five cents per 1000 ems should be considered as the lowest cost of labor. The Contingent Expenses of Rent, Office Expenses, Insurance, Depreciation of Material, Loss and Damage, and a fair Profit, are not fairly covered by an addition of 10 or 15 cents.

probable overrunning, they should be measured and charged at the full rate of the text type. If measure is very narrow, and composition is attended with unusual trouble, an advanced rate may be necessary.

**Standing Matter.** When advertisements are kept in type, for use from week to week, a specific charge should be made for the withdrawal and deprival of the material from other use, and for keeping it in good order. When such matter is printed every week, the charge should be 10 cents per 1000 ems; for matter printed every month, 15 cents per 1000 ems. For a very large edition, in which type suffers perceptibly from wear, a higher rate will be needed. See Wear of Type, on a following page. When the quantity kept standing is small, needing more care, and perhaps re-reading, or is full of display letter, 20 cents per 1000 ems no more than covers the cost of keeping it in order.

**Displayed Advertisements** should be measured by the body of the regular advertising type. As compositors are paid the same price for open as for solid work, there can be no deduction for open display. Advertisements set in fanciful shapes, with profuse use of capitals, should be rated only by time.

**Time Work.** By day, 60 cents per hour; by night, $1.00 per hour.

**Table Work,** and all other extra work, should be governed by the rates of ordinary Book work.

When newspapers are made up in octavo or large sixteen-mo shape, when the pages are electrotyped, when proof is read twice, and all the care of good Book work is exercised, rates should be the same as for Book work.

## BOOK COMPOSITION.

It is the practice of publishers to stereotype or electrotype all books. A book that is not considered worth stereotyping, is considered as not worth publishing. It is the usage of book printers to make prices, not for composition, but for stereotype plates, or in other words, for composition combined with stereotyping or electrotyping. This is the only way in which books, popular magazines, and the better class of serials are done.

**The Advantages of Stereotyping** to the publisher are the saving of cost of re-composition and the diminution of risk of loss, by enabling him to publish small editions of works of doubtful popularity. It also gives the ownership of the plates, and a better control over the work. To the printer, it saves wear of type, diminishes the expense of presswork, and, in many cases, improves its quality.

Most of the labor on Book Composition is paid for by the piece. In all cities there is a nicely-graduated scale of prices, agreed upon between employers and employed, in which the value of every kind of work is provided for. Prices are lower than in Job work. The cost of Composition is more nicely calculated than is possible in Job Composition, in which branch all men work only on time, on smaller quantities of work, and in which it is impossible to organize labor with equal economy.

The prices under this heading are for strict Book work only. They will be found inadequate, unless the amount of composition is large, and the workmen are paid by the piece. They will not serve for Pamphlet work. Pamphlet work printed from type or pieces of Composition of less than 50,000 ems, are not large enough to enable the master-printer to organize the labor on it in the systematic and economical manner in which Book work has to be done. Such work should be at the regular rates of Job Composition.

**The Established Rates for Book work** in New York, and the principal Atlantic cities, for ordinary common matter, per 1000 ems, are:

| | Reprint. | Mss. |
|---|---|---|
| All sizes from AGATE to SMALL PICA, inclusive | $ .85 | $ .90 |
| PICA | .90 | .95 |
| PEARL | 1.00 | 1.10 |
| DIAMOND | 1.10 | 1.20 |

All sizes larger than Pica are measured and charged as Pica.

Pica type is more slowly set up, and requires a disproportionate amount of labor in making-up and stone-work. It is properly charged at a higher rate. This labor increases with every increase of size. As Compositors are paid for all larger sizes by their measurement as Pica, it is necessary for the employer to obey the same rule.

Pearl and Diamond types are much more expensive than the more common sizes. They are more difficult to set, and wear out with half the usage.

The phrase common matter means that kind of matter which is most common in ordinary books and newspapers. Any matter which contains such a large excess of capitals, italics, points, figures, etc., as may entitle the compositor to additional pay, is not common matter.

**Reprint Copy frequently interlined,** and margined with long corrections, should be rated as manuscript.

| | |
|---|---|
| **Time Work,** BY COMPOSITORS, by day | per hour $ .60 |
| " " " " by night | " " 1.00 |
| " " BY STEREOTYPE FINISHERS | " " .75 |

## COMPOSITION WITH STEREOTYPING.

| | Reprint. | Mss. |
|---|---|---|
| PICA per 1000 ems | $1.55 | $1.60 |
| SMALL PICA " " " | 1.40 | 1.45 |
| LONG PRIMER and BOURGEOIS " " " | 1.35 | 1.40 |
| BREVIER, MINION, NONPAREIL, AGATE " " " | 1.30 | 1.35 |

## COMPOSITION WITH ELECTROTYPING.

Five cents per 1000 ems in addition to above rates.

These rates per 1000 ems for Composition with Stereotyping are used to save the trouble of separate calculations. The increase on Small Pica and Pica is made because these larger sizes use a disproportionate share of metal in the plate. On the smaller sizes, a greater reduction is not practicable, because the plates require more labor in finishing, picking, and corrections. On table-work, or extra-priced matter, the stereotyper's rate does not increase with the price of composition.

The difference in price between Manuscript and Reprint is too little.

There should be, but is not, a difference in price between old and new type.

No distinction is made in price between leaded and solid matter.

## FOREIGN LANGUAGES.

These prices are the rates in the city of New York for the composition of common matter, as done by native or educated compositors. They will be found in most cases insufficient for the work of unskilled compositors.

In addition to the prices given below for plain matter, add, as in English work, the usual extra (double the extra charge of the compositor) for all Dictionaries, Grammars, etc.

| Common Matter, per 1000 ems. | Reprint. | Mss. |
|---|---|---|
| LATIN, SPANISH, and GERMAN | $1.00 | $1.10 |
| FRENCH, ITALIAN, and PORTUGUESE | 1.05 | 1.15 |
| WELSH, or other Foreign language in Roman type | 1.10 | 1.20 |
| GREEK, plain | 1.50 | 1.75 |
| HEBREW, if without points | 1.30 | 1.60 |
| HEBREW, with vowel-points on separate body, each to be cast up according to the body when made up | 2.00 | 2.10 |
| HEBREW, kerned, with vowel-points | 4.25 | 4.50 |
| HEBREW, kerned, with vowel-points and accents | 4.75 | 5.00 |

These prices should be used only for strict Book work, on a large order of not less than 100,000 ems. They are entirely too low for pamphlets; the advance in price will be found not enough to pay for accents or for extra proof-reading. It is not customary to make a greater advance than 10 cents for manuscript, but it is too little for the ordinary quality of manuscript.

French, Italian, and Portuguese, are at higher rate than Latin and Spanish, as they contain more accents and apostrophes, and require more thin letters.

German can be done to profit only by German or German-reading compositors, of which there are many in all large cities. It is sometimes done at the same rate as English. The letter is thin, and carries accents; it is composed more slowly, and should be at higher rate than English.

GREEK WORDS should be charged 4 cents each if not justified, and 6 cents each when requiring justification.

HEBREW WORDS with vowels on kerned letter, at double the rates of Greek words; if without points, one and a half rate.

For Classical Works, Commentaries, and other works in which Greek words are freely used, the following schedule should govern the price per 1000 ems, if the words are not justified:

For less than an average of five words per 1000 ems, the words may be counted. If the words average from five to seven, 20 cents per 1000 ems extra; from eight to twelve, 30 cents per 1000 ems extra; from thirteen to twenty, 40 cents per 1000 ems extra; more than twenty, the words should be counted at 2 cents each. In no case, however, should the price per 1000 ems exceed $2.00.

If the words are justified, they should count as 1½ words each.

Matter taking a greater price than the work in which it occurs, should be measured by itself, and have its own extra over plain matter added to the price of such work. For instance, French Grammar Tables should take these three extras of French, Grammar, and English Tables, as specified in this price list.

Grammars, Dictionaries, or other extra matter, in foreign languages, will take the extra of the language and the kind of work; but when English

exercises or reading lessons are introduced as a regular feature of the work, such portions should take the extra of the kind of work only.

## AT EXTRA PRICE.

Whenever an extra price is paid to the compositor for obscurity of manuscript, or for excess of capitals, points, etc., this extra price should be at least doubled in the charge to the customer, except in classes of work specially provided for. This double price will be found necessary to cover the extra proof-reading and extra sorts which such work requires.

ENGLISH DICTIONARIES, CONCORDANCES, and BIBLES, with superior references, at least 10 cents per 1000 ems more than plain matter, for the least difficult kinds. The best rule is, double the extra it may be necessary to pay. This is also the best method of fixing the price of GAZETTEERS, DICTIONARIES OF ART, and SCIENTIFIC WORKS generally, which may sometimes be so plain as to require no extra, and, on the other hand, be very difficult of composition.

GRAMMARS, 20 cents per 1000 ems over plain matter.

SPELLING BOOKS should range from 10 cents extra to double price. A Spelling Book from manuscript copy, containing a good proportion of lists of words in columns (sometimes two, sometimes four or more), double the price of plain matter. Some Spelling Books, so called, are little more than reading books, for which 10 cents extra would be sufficient.

ALGEBRAIC WORK, in treatises on algebra only, double price. When in lines or paragraphs, to be charged by time at the rate of 60 cents per hour, or about treble price.

This double price should be charged for the entire work. Double price is not enough for the composition of algebraic formulas. It is expected that the plain explanatory matter will fairly set off the loss on the algebraic matter.

MEDICAL, ASTRONOMICAL, or other works requiring the use of many signs or extra sorts, on time, at the rate of 60 cents an hour, or at double price if the characters need no justification—at about treble price if they do.

## MAKING UP.

When, through the fault of author or publisher, common matter has to be re-made up on galley, this extra work should be charged at the rate of 10 cents per 1000 ems, or on time at 60 cents per hour.

OVER-RUNNING AND RE-JUSTIFYING, one-half price of reprint composition.

All work containing a profusion of small cuts should, in addition to the regular price per 1000 ems, be charged extra, at the rate of 60 cents per hour, for time spent by the maker-up in over-running or trying to bring in even. The time of the reader spent in erasures or additions to accomplish the same object should be charged at the same rate.

## FAT MATTER.

TIME WORK. When the amount of two-em quadrats or leads or slugs exceeds in surface that of small type, the work may be rated as time work. When the fat matter is less than that of the small type, it should always be rated by the 1000 ems, as piece work.

BLANK PAGES, or full pages of cuts in any form, should be charged as full pages of type, and at the same rate per page as the text.

Not more than three blank pages should be charged at the end of any work. It is not always judicious to do this, for it is but a traditionary usage, which should have been abandoned with the practice of printing from type. Where an employer has to pay it to the workman, it is but fair to charge it. It is, however, considered as an extortion by all customers and publishers, and the opprobrium earned by such a charge hardly compensates for the questionable profit.

ALL BLANKS in matter in which different sizes of type are intermingled, should be reckoned as of the body of the text type.

TITLE PAGES, DEDICATIONS, ETC., if unaltered from proof, should be at the same rate as the text of the work. If proof is altered for correction of style, at the rate of 60 cents per hour for the time consumed in making such alterations.

PREFACES OR INTRODUCTIONS, when set in smaller or larger type than text, should be rated according to its own body, irrespective of the size of text type.

INDEX MATTER, in half or third measure, may be rated as Column matter when the lines overrun, and not otherwise. (See page 53.)

HEAD LINES, when justified in, in smaller type, should be charged 2 cents extra per page. When it is a synopsis of the page, and filled in by reader, 5 cents extra per page, or such work may be charged by the hour as alterations.

## PROOF READING AND PROOFS.

The expense of good proof reading and superintendence, with skilled copy holder, or by collating, is never less than one-fourth, and in some cases is one-half the cost of setting the type. One-third the cost of composition may be considered the correct average.

READING PROOF by copy more than once, with copy holder, or by collating, 12 cents per 1000 ems extra.

PROOFS. On common matter, one proof should be allowed without extra charge; on extra-priced matter of any kind, two proofs without charge.

EXTRA PROOF. Large forms, proved with planer, should be charged 25 cents extra; Small forms of stereotype work, at 10 cents each.

CLEAN PROOFS, taken on press, from 25 cents to $1.00 extra, according to time and size of form.

DETENTION OF PROOFS. Proofs withheld over the time agreed upon, should be charged not less than 2 per cent. per day on the value of the composition so detained.

## ALTERATIONS.

All alterations from first copy should be charged extra, for time occupied in making them, at the rate of 60 cents per hour.

All time spent upon additions or erasures in proof for the purpose of bringing in even, should be charged extra, at 60 cents per hour, both for time of reader and compositor.

## MEASUREMENT.

Each size of type should be measured and charged according to its own body, except when otherwise provided for.

All pages should be measured from extreme points, including one foot-line of same body as the text. A rule-bordered page should be measured from the outer points of the rule; pages in columns should include all spaces between the columns; chapter heads or tails, or any blank space, or cut, within the area of the page, should be rated as type.

SIDE AND CENTRE NOTES in Bibles and Testaments should be measured the full width of the lead and the full length of the page, and charged by the body of the type in which it is composed, at one-and-a-half prices.

SIDE AND CENTRE NOTES in Law or Historical work should be measured as above, and charged at single price.

CUT-IN NOTES should be charged 10 cents extra for each note, and should be counted in with the text as text matter.

QUOTATIONS, MOTTOS, CONTENTS OF CHAPTERS, BOTTOM NOTES, ETC., when in smaller type than the body of the work, should be measured and charged by the body of the type in which they are set. The measurement should commence with the first line, and to be extended to the first line of the larger type.

When a measure exceeds even ems in width, and is less than an en, the excess is not to be counted; if it exceeds an en, it should be rated as a full additional em.

## COLUMN MATTER. NARROW MEASURES.

Column matter, as distinguished from table matter, is matter composed in various measures, and made up in two or more columns, not dependent on each other for their arrangement.

Matter eighteen ems or less in width, should be priced according to the following schedule:

| | Per 1000 ems extra. | | Per 1000 ems extra. |
|---|---|---|---|
| 18 ems | 2 cents. | 11 ems | 32 cents. |
| 17 " | 4 " | 10 " | 40 " |
| 16 " | 6 " | 9 " | 50 " |
| 15 " | 10 " | 8 " | 60 " |
| 14 " | 14 " | 7 " | 80 " |
| 13 " | 20 " | 6 " and less | 1.00 " |
| 12 " | 26 " | | |

These rates for column matter and narrow measures should be applied only to even-spaced and regularly-justified common running matter. Columns of figures that do not require justification, Index matter that does not call for even spacing, Catalogue or Table matter that does not turn the line, may be at the regular rate.

## TABLE WORK.

Three or more columns, of same or different measures, depending on each other for arrangement, and reading across the page, with or without brass rules, should be rated as Table Work.

THREE COLUMNS, with or without headings, one-half extra.

FOUR COLUMNS or more, with or without headings, double the price of common matter.

Title-headings and foot-notes, in a series of tables, should be counted as parts of the table, and at same rate.

Occasional tables in plain matter should be paid for on time, or at treble price. Tables set up in diagonal shape, with unequal lengths of brass rule, etc., should be done on time only. Leaded tables should be done on time.

The rates for Table work are based on prices paid to compositors, but they are traditional and arbitrary. They were made at a time when almost every office was deficient in proper sorts for this kind of work, and when brass rule was cut with a shears and mitered with a file. There are cases in which the rates will be found too high, and others where they are too low. The graduated prices for column matter will give a better notion of the value of this class of work. These, however, are the established rates.

## OVERWORK.

| | | | |
|---|---|---|---|
| NIGHT WORK | per hour | .... | $1.00 |
| HOLIDAY WORK, BY DAY | " " | .... | 1.40 |
| " " BY NIGHT | " " | .... | 2.00 |

## THE WEAR OF TYPE.

The prices here given for composition allow but a meagre fraction for the wear of type, which is an item of expense too often overlooked. For a large edition, in which the type suffers perceptibly from wear, the price should be increased.

An edition of 5000 may be assumed as an ample allowance of service for good type on fair book work, and 200,000 impressions as the utmost limit of service for the sizes from Pica to Bourgeois. At this rate, a font can be used but forty times before it is condemned. It must then be replaced by the profit derived from the forty separate compositions. If the edition is 20,000, there can be but ten compositions, which, if not charged at an enhanced price, will entail a loss. It is a grave mistake to assume that the profits of a long edition of presswork will repay the loss sustained by the wear of type. They have no necessary connection. The price of presswork steadily decreases with increasing editions, thereby preventing such repayment.

To fix the price for extra wear, ascertain the value of type in use on the work in question. If type is new, divide this value by 200, or whatever number is allowed as the limit of service, which will give the proper price per 1000 impressions for the wear.

For every 1000 impressions over 5000, add this amount as a specific charge for extra wear of type, or make an equivalent addition to the price by an additional charge per 1000 ems. The loss by wear will vary with different sizes. It may be assumed as One Cent per 1000 ems on every thousand impressions.

For Brevier and Minion, the limit of wear may be 150,000.

For English or Great Primer, it may be 300,000.

For type already well worn, such as will pass on cheap newspaper and pamphlet work, the limitation to ordinary wear may be extended to 10,000.

For example: What is the loss by wear of type on an edition of 50,000 copies of a form of sixteen pages, medium octavo, set in Long Primer, solid? An ordinary page of medium octavo will weigh 8 pounds. Sixteen pages will weigh 128 pounds. To this must be added the sorts left in case and rendered useless. By type-founders' rules, this remnant of useless sorts should be one-half of the type actually set. It is a safe, perhaps too large, allowance for the purposes of this calculation. One-fourth more, or 160 pounds, is the least that could be allowed. Assuming this to be the true weight of the type that is worn or made unserviceable, its value (160 pounds Long Primer, at 56 cents per pound) is $89.60.

The limit of service on good work is rated at 200,000 impressions. After this amount of usage, if condemned as old metal, it is worth but 15 cents per pound. This is the highest price given by founders in exchange, and allows nothing for waste. But it need not be condemned; it could be sold as second-hand material, or could be kept for a more restricted use on inferior work. In either case, it could not be appraised any higher than 25 cents per pound. It would probably be sold, if sold at all, at a lower rate.

The value of 160 pounds, at 25 cents per pound, is but $40.00, which, deducted from first cost of $89.60, shows the total depreciation by wear to be $49.60. If this amount ($49.60) be divided by 200,000, the limit of service, the result will be 24 8-10 cents, which is the loss by wear for every 1000 impressions.

For practical purposes, it is better to find a unit for this depreciation per 1000 ems. This is found, in this case, by dividing the $49.60 by the total number of ems in the form. The page from which these calculations are made is 30 × 53 ems, or 1590 ems. Sixteen of these pages contain 25,440 ems, which latter sum being used as a divisor of the total depreciation ($49.60), shows that the loss per 1000 ems on 200,000 impressions is $1.94.

This product, divided by 200, shows that the depreciation per 1000 impressions is ninety-seven hundredths of a cent on every 1000 ems. As a unit of calculation, it may be assumed at One Cent per 1000 ems. It appears then that the loss by wear of type from 50,000 impressions is about 50 cents for every 1000 ems in use.

This is the exact price of Stereotyping. It is obviously a wiser economy to save the type and make stereotype plates. But if this is not done, the wear of type should be charged to the account of the person for whose benefit the type is damaged. It is not always practicable to do this. Where it can, it should be done; where it cannot, the purchase of electrotypes should be insisted on.

## EXTRA SORTS.

Where extra sorts, of no value for general work, have to be purchased, and are used but once, the full value of such extra sorts should be charged at cost. When they are used repeatedly on many forms, or when it appears that they are likely to be of service in other work, they should then be considered as ordinary stock, and should not be charged. To entitle the work to such exemption, the sorts should not be of more value than the profit on the work.

A SPECIALLY SELECTED BRASS RULE BORDER, when cut for Stereotyped Book work, cannot be considered an extra sort, to be charged specifically. But if cut for Pamphlet work, it should be considered as an extra sort, and half-cost charged.

BRASS RULE CUT TO WASTE on table work, should be charged at the same rates and by the same rules as laid down in Job Composition.

ACCENTS AND SIGNS for displayed letters, or for unusual faces of any kind, should always be charged.

COMPOSITION in any other style of type than Roman or Italic should be governed by the rates of Job Composition.

## THE COST OF COMPOSITION.

The highest charge of a compositor for the composition from manuscript of solid common matter, made-up, is 53 cents per 1000 ems. The cost of a careful reading of two proofs, with proper superintendence, may be stated at 18 cents. When an office is crowded with work to its full capacity, or if reading is slighted, it may not cost so much; when business is dull, it will cost much more. Contingent expenses, which include rent, insurance, fuel and lights, unavoidable loss and damage, and depreciation of material, under the most economical management, will not, when assessed on the total product of a year's labor, be found less than 10 cents. Total cost, 81 cents. Employer's charge, 90 cents per 1000 ems.

On solid reprint, the compositor's charge is less, and so is the employer's. The contingent expenses are the same.

This is a ready method of computing cost of composition. To the compositor's charge for labor add one-half * for reading, superintendence, and contingent expenses, which will show the cost, viz: $53 + 26\frac{1}{2} = 79\frac{1}{2}$ cents. This is a little less than the preceding estimate. The compositor's charge for composition on time is $33\frac{1}{3}$ @ 35 cents, an average of 34 cents. To this add one-half, making 51 cents, which is about the actual average cost.

The English method of computing the value of composition is this:† To the price paid for composition, which includes making-up, add one-fourth of that price for the expense of reading, exclusive of superintendence. To this aggregate sum, add one-half of its amount to cover the various expenses, and yield a profit. By this rule, composition costing 53 cents should have $13\frac{1}{4}$ cents allowed for reading. This makes the cost of composition and reading $66\frac{1}{4}$ cents. An addition of one-half makes the employer's charge $99\frac{3}{8}$ cents. This allows a rate of profit much greater than is known in this country. The English method of charging for time-work is to double the charge of the compositor, which is more than the American usage.

When two-thirders, girls, or cheap workmen are employed, the cost of composition is materially reduced, but the expense of reading and superintendence is relatively much greater. For a short period, such labor may return an apparently higher profit, but it is never found economical after a trial of many years.

Six thousand ems of plain matter, on Book work, with the attending distribution and corrections, is considered a fair day's work for a good compositor. The actual performance of the ordinary workman is somewhat less than five thousand ems.

* This addition of one-half to the compositor's charge, to determine the cost, sometimes strikes the novice as excessive. Such an impression is based upon the erroneous notion that the compositor's charge covers all or nearly all the expenses of composition. A little reflection and inquiry will show that the cost of reading and superintendence, the depreciation of type, with the other contingent expenses, are as truly a part of the cost of work as the compositor's charge. In an essay of the writer, on the Profits of Book Composition, published in 1864 by the Associated Printers of this city, the varied expenses were stated in detail. It was there shown that these expenses were often three-fifths of the compositor's charge.

† Hansard's Typographia, page 793.

## JOB COMPOSITION.

JOB COMPOSITION is done by a system entirely different from that of Book work. In the Book office, the compositor is paid by the piece; in the Job office, all men are paid by the week. The different methods produce different results, and compel different prices.

A Book printer can estimate the cost of composition with great exactness. The compositor is paid an agreed portion of the employer's receipts. If he is quick, he receives more pay; if he is slow, he receives less pay; if he does his work badly, he has to correct it at his own loss; in all cases, he has to accept his share of responsibility.

In Job Composition, there is no scale of prices for piece work, nor does it appear that there can be. Job work cannot be measured. The book-work phrase, "a thousand ems," conveys a clear notion of a fixed quantity of work and a definite cost of labor; but the phrases "a card" or "a poster," convey no precise notion of the amount of work, or of the time required or cost involved in composition. A simple card or poster may be composed within an hour; an elaborate one may require an entire day. Between the simple and elaborate form there are too many graduations to be classified and priced to the mutual satisfaction of employers and employed.

As a necessary consequence of this irregularity in work there can be no agreed standard of performance. The same workman, using equal diligence, may set ten cards in one day and but half that number the next. To this inequality must be added the unequal performance of fast, slow, tasteful, and tasteless workmen.

It follows that the proprietor of a Job office cannot make estimates, as the Book printer can, upon the basis of a certain definite cost of composition. He must either adopt what he may consider as the current price of the trade, or he must make up a special price based upon the presumed cost.

It is the purpose of this book to give the current prices of the trade for all leading varieties of work. Specific prices for composition will be found under proper headings. There are, however, some exceptional kinds of work that are not priced in this book. For these exceptions, as well as in explanation of the printed prices, it is necessary to make inquiry concerning this presumed cost of Job Composition. The best method of reaching a just conclusion to such an inquiry would be, the ascertaining of the product and the expenses of a fair representative office, for a month or for a year. But one is stopped at the outset, by the impracticability of finding a representative office, and the impossibility of determining the quantity or value of its product. The singular inequality of work that prevents any scale of prices for piece-work between employer and employed, also prevents any acceptable assumption of the value or cost of the gross amount of work. It is necessary to pursue the inquiry in another direction, which, although more discursive, is not irrelevant to the purpose.

A statement of the increased expenses of a Job office, as contrasted with those of a Book office, appears to be the only method of obtaining a correct estimate of the increased expenses of Job Composition.

One of the difficulties of the question is an apparent inequality in the expenses of different Job offices. There are offices in which the material is worth less than $2000, in which all the labor is done by a man and boy; there are other offices in which the material is worth $200,000. But it is between these extremes that the greater part of Job work is done.

As a rule, the cost of production in large or small, in country or city offices will not materially vary.* The advantages of capital and location are counter-balanced by some corresponding disadvantage. Personal ability in management is superior to all accidents. A good manager will do better with small capital and small office in any location than will an inefficient manager in the largest office.

**The Cost of Superintendence** in a Job office is greater for the work done, than it is in the Book room. The foreman of a Job office should be a thorough workman; should be a good reader, as well as Job compositor and Book printer; should have a knowledge of prices, of presswork, of ruling, binding, and kindred branches. As foreman only, his wages range from $25 in a small office to $30 in a large one; as manager or superintendent, from $30 to $40. In very large offices a manager is paid more. This is more than is paid in most Book offices. The foreman of the Job office has to do more work in minute supervision and direction; but the number of men under direction is much less than that of the ordinary Book office. This makes the expense of superintendence relatively greater.†

**Labor** is the chief expense in all Job offices. The rate per week is quite uniform throughout all the largest Northern cities. On the seaboard, the price is $20 per week: in the principal Western cities, it is often a trifle

* Some offices are in country towns, where rent, labor, and steam-power are at lower prices than is usual in cities. A closer examination will show that there is no great discrepancy in the cost of work. A large office does more work, and perhaps with better system, but not necessarily quicker, cheaper, or better than the small office. The labor of the large office often costs more, for it has to pay higher wages to foremen and skilled workmen. A busy season will yield more profit, but a dull season will entail greater comparative loss. The interest on capital invested, the losses on half-employed superintendents, the depreciation by wear and waste, and unusual contingent expenses, are always greater in the large than in the small office. The small office has the advantage of the personal supervision of the proprietor, who is more directly interested in its economical management than a foreman. He is usually more dextrous than most foremen: he can set type, or work press, read proof, or keep accounts, and still manage workmen with efficiency. The small office loses again, as compared with a large office, through its poverty of material, and its inability to execute as large a range of work. The city office pays more for rent, power, and labor, but it can buy material with more advantage, and can regulate expense of labor with more economy. The country office pays less for labor, but it has to employ rather more labor than it needs, to be prepared for emergencies, for it cannot engage workmen on short notice. It has to keep large stocks of paper, and is deprived of the advantage to be gained by close proximity to kindred trades.

† The difference in ease of management was clearly stated to the writer by the foreman of a large office, in which by far the greatest portion of the work done was strict Book work. He said, "I can keep fifty Book hands at work on a dozen books, can supply the press or foundry with forms, keep men in letter, authors in proofs, and publishers with work, with hardly an effort; but if I have more than six jobs in the house, I am obliged to supervise each job almost hourly."

more. In both sections, some compositors of marked ability receive from $22 to $25. But $20 may be considered as the ruling price in cities; it is considered the minimum price by the Printers' Unions. Few workmen can be found who will accept a lower sum. In some interior towns, $18 and $15, and sometimes still lower rates are paid; but these exceptions to the rule are too trivial to affect the established rate.

**The Product** of labor is variable, even with measurable matter. Six thousand ems is considered as a fair day's work for the average Book compositor; but the average Job compositor, who has not the steady practice and regular system of the Book hand, does much less. His pay, however, is greater. The cost of plain composition as done by a Job compositor is at least one-sixth* more. It is one of many reasons why a Job printer is obliged to ask for Pamphlets an advance on the prices of Book work.

There is a still greater inequality in the performance of the Job compositors who are employed on strict Job work. It is not uncommon for one man to do habitually one-half more work than another, and to do it better.† But both men are paid alike. This uniformity of pay also tends to lessen the amount of work, for the quick workman has no direct incentive to do better, and the slow workman no immediate penalty for his shortcomings.

The system of paying for time spent, and not for work done, tends to diminish the product of labor.

**Alterations.** There is another difference between Job and Book work which makes an exact computation of the cost still more difficult. In most cases, it is the greatest difference. Most Job work is work of Taste; for if types are not tastefully arranged, the composition is comparatively valueless. It is not enough that the work be correct after Book-work rules; it must be pleasing to the customer, or at least not disgraceful to the office. But the art of combining different sizes and styles of types in symmetrical forms, to suit changing fashions and capricious tastes, is rare. There are few experts in any city. The average performance of experienced workmen, expert in all other branches, falls below even the standard of mediocrity. If a customer is exacting, or if the office is desirous of maintaining its reputation for good workmanship, the tastelessly-arranged types must be altered and altered again, until they are made to suit. Sometimes this work of alteration can be charged to the customer, but oftener it is at the expense of the office. The time lost on such work is a serious expense. In Book work, the compositor has to correct his own errors, at his own loss; but the errors or shortcomings of the Job compositor are always at the loss of the office. He is virtually irresponsible for all errors of taste.

* It is often one-half more. A Book compositor who averages but 5000 ems daily is satisfied with 50 cents per thousand—the average of the established rates of this city—although it yields him but $15 per week; but if he is employed by the week, in many cases on work for which he is not so well fitted, and in which the value of his services may be less, he is not satisfied with $15, for $20 is the established rate. An employer is often obliged to hire workmen of this description.

† Whoever has kept account of the time spent by different workmen on the same work, will admit that this fact could be more broadly stated. The difference in performance is sometimes double.

**Unprofitably-employed Compositors** constitute another expense that is peculiar to Job offices. Orders for Job work are more exacting and more irregular than for any kind of Book work. A week of hurry is too often followed by a week of comparative idleness. To do business satisfactorily, or to do it at all, one is obliged to keep the best workmen under pay when they are but partially and unprofitably employed. This is an unavoidable expense. An estimate of the presumed cost of Labor is incomplete without some allowance for this item of loss.

**The Value of the Type** and other material of a Job composition-room is much greater, in proportion to the amount of work done, than that of any Book office. The average value of Book type may be fairly stated at 56 cents per pound, the price of Long Primer. The average value of Job type cannot be stated with precision, for it varies with the nature of the work: if this work is chiefly posters and pamphlets, it is but little greater; if it is chiefly small and fine work, the material in use cannot be less than 75 cents, and may be $1.00 per pound.

**The Amount of Work** performed is very unequal. Book type costing $10,000 will furnish employment for more than fifty men, and most of the material may be kept in active service. Job type of greater value does not furnish employment for one-fourth that number. It undoubtedly could do so, but orders are too irregular and public tastes are too capricious. Every large Job office has fonts of type that are not used for months, but they must be kept for only occasional use. Nor is any Job office ever complete. While there is a large surplus of some kinds of material, there is always an unavoidable weekly expense for sorts, reglet, leads, rules, and new faces, to an extent far exceeding any possible requisition in a Book office.

**The Wear of Type** is greater. The Roman type of the Book printer not only costs less, but, under the economical process of stereotyping, or the kind usage of damp-paper presswork, lasts much longer. Job type is of much more fragile face, but it is unavoidably printed on dry and hard paper, and wears out much quicker. The fashions change rapidly; many faces are unserviceable before they are worn out, by the demand for newer styles.

**The Cost of Job Composition,** as contrasted with that of Book composition, may be thus stated:

Labor costs more.
The Product of that Labor is less.
Alterations and Lost Time are much greater.
Material costs more, and more of it is required.
The Wear of Type is greater.

It would be impossible to make a nice calculation of the exact value of each increased expense, nor is it necessary. An allowance of but five per cent. extra for each of these items (undeniably too low for most of them) would carry up the cost of strict Job composition twenty-five per cent. over that of Book work. Applying this advance upon the Book-work

charge for time work, it raises the rate from 60 cents to 75 cents per hour, which agrees with the established rate of Job work on time.

## TIME WORK.

ORDINARY WORK. The time of a Job compositor, when engaged on ordinary Job work, is charged at 75 cents per hour. Charge is made only for time spent in composition. This price of 75 cents is meant to include the distribution of the work and the proof-reading.

EXTRA WORK. When there is a requisition for unusual intelligence, skill, or responsibility, upon work of perplexing nature, accompanied with the use of unusually expensive material, it is necessary either to employ a skillful workman at higher wages, or, as is more usual, for the foreman or employer to devote much time to the supervision of the work. For such work, $1.00 per hour is the customary charge.

PAMPHLET WORK. When a compositor is engaged on ordinary Pamphlet or Table work, and works under the immediate direction of the customer (as is done in the alterations of Book work), who relieves the office from reading proof, and its responsibility, the charge for time is the same as for ordinary Book work, 60 cents per hour.

HURRIED WORK, that disarranges the day's plans, postponing and injuring other work, should always receive extra price.

NIGHT WORK. For work up to ten o'clock P. M., $1.00 per hour may be considered a low rate for ordinary workmen; for work beyond ten o'clock, or all night, $1.50 per hour.

## MEASURABLE MATTER.

LARGE QUANTITIES. When plain composition is offered in large quantity (not less than 50,000 ems), the rates may be the same as for Book work. For all sizes from Agate to Small Pica, inclusive, 85 cents per 1000 ems for manuscript, and 90 cents per 1000 ems for reprint. Pica, Pearl, and Diamond at the regular rates of Book work. See page 49.

For a large quantity of composition, it is practicable for a Job office to have the work done by the piece, in which case it may be done with the same economy as in Book work. For smaller quantities, it is not practicable to do it by any other method than on time, which, as has been shown, enhances the cost.

SMALL QUANTITIES. For less than 50,000 ems, the rates should be: For all sizes between Pica and Agate, inclusive, $1.00 per 1000 ems, making no distinction in price between manuscript and reprint; Pearl, $1.25 per 1000 ems; Diamond, $1.50 per 1000 ems.

These are the current prices, and as such they are inserted. But they will be found insufficient for all good work that may require extra proof-reading, or extra care in making-up. Large forms of pages containing less than 1000 ems should be, but are not, charged at $1.10 per 1000 ems.

These prices include an allowance for ordinary wear only. When the edition is large, or when the type will receive unusual wear, an extra rate should be added to cover the loss. See Wear of Type, page 54.

On plain composition it is not necessary to add an average advance of more than ten per cent. on Book-work charges, inasmuch as the additional expense of such work done in a Job office is confined to the item of labor only. But when work is done in Script or Ornamental types, the labor, the material, and the method of working are each more expensive. The full advance of twenty-five per cent. then becomes necessary.

Sizes Larger than Pica should be measured and rated as Pica.

Great Primer Script should be measured and rated as Long Primer.

Double Small Pica Script should be measured and rated as Pica.

Script, Hairline, Outline, Black-letter, and every similar variety of ornamental type, when new, should, if measured, be rated at $1.50 per 1000 ems.

Old Style Italic, Expanded, Celtic, and all similar faces, less costly and more durable than the above, may be rated at $1.25 per 1000 ems.

All the extra charges of Book work, when not otherwise provided for, should apply to Job work, with a leaning to higher rates, as the cost of Time work on jobs is obviously greater than on work by the piece.

Foreign Languages, if offered in large quantity, may be taken at the rates of Book work, (see page 50.) But an ordinary Circular or a small Pamphlet in French or Spanish, would be inadequately paid at an advance of fifty per cent. on Book rates, if, as is probable, the work has to be done on time by compositors who are ignorant of the language.

## DISPLAYED MATTER.

Displayed Matter should not be measured, but rated on time. If well done, it is seldom fat. As a rule, it costs more than plain solid type.

The rule of Book work requiring that all blanks and cuts shall be rated as text type, cannot be safely enforced on all kinds of Job work, especially in displayed matter. Law blanks are specially excepted. Very large wood cuts or blocked plates of stereotyped matter, inserted in large show bills, must be excluded in measurement. For the same reason, large, open, and displayed headings to tables cannot carry the table rate of double price. In all cases, however, the time occupied in inserting or adjusting these unmeasurable pieces should be charged. But this remark will not apply to wood cuts in Pamphlets or Circulars, which should be counted as text type, or at a higher rate, if, as is possible, they may require broken measures and difficult justification. The measurement of broken or fat matter, as a guide to price, has been so much neglected in Job work, that it is unsafe to adopt it as the method of determining price. It is the better method to charge all such work on time.

Profuse Display should be avoided, for it is not only expensive, but ineffective. It is a common fault with novices to use too large type, and to make too many display lines. If the display lines are not properly contrasted by a suitable relief of surrounding white paper or of small type, the effect of display is destroyed.

A Variety of Faces is not necessary to secure good display. In many cases, mixed faces are positively objectionable, on grounds of good

taste. In the matter of economy, they are still more unsatisfactory. To set up a Script circular and to justify displayed words in every line, more than doubles its cost. Instead of making the composition clearer, it really makes it more obscure. Much of this useless work can be avoided, for it is not always required by the customer.* Book Titles are sufficiently attractive, although the composition is always restricted to plain Roman letter. Posters are always most satisfactory when they are set exclusively in Antique or Clarendon.

The same rule of uniformity could be applied to most kinds of Job work with the best effect. The prevailing fashion for Cards exclusively in Old Style is not a preference for the cut of these ungainly types; it is a preference for their uniformity. The effect of harmony of faces is better than that of contrast of faces. Sufficient display may be made by contrasting sizes instead of by contrasting styles. Whenever it can be done, a uniform style of face should be used throughout. The composition is not only made easy, but comparatively inexpensive, as well as highly satisfactory to the customer.

## PROOFS.

To do work with economy and profit, it is of the first importance that the office should have the superior control. It cannot do this if the customer is permitted to watch, direct, and alter composition while it is in progress. Usage has sanctioned the furnishing of proofs, which, to some extent and on some kinds of work, is not only reasonable, but desirable. The customer has a right to know before printing that his work is likely to be correct and satisfactory, and his revision of the proof relieves the office in some measure from responsibility. Yet, at best, it is a disagreeable necessity to give proofs, for it prevents system. It not only stops the work in hand, but it often delays other work by depriving it of needed material, as well as compels much extra labor in other matters.

The customer should be restrained as much as possible from using a first proof as a blotter for corrections. He should be induced to re-write badly-arranged copy. If this is impracticable, it will be of advantage to both parties to have a bad copy, if not too long, carefully re-written by the office. All practicable directions concerning the size, style, etc., should be put in writing. If displayed or table work is desired, a rough draft should be made, in which the probable appearance of the work should be indicated. This draft should be submitted to and approved of by the customer before the work is given to the compositor. Every five minutes spent on such a draft may save an hour of useless composition.

For Hurried Work, and all Cheap Work, there should be no proofs. Copy should be made legible before it is given out. The customer should

* For example: In the composition of a Shipping Receipt it is a fashion to set the word **Received** in Black letter, **from** in Script, and **the name** in Antique, using three faces and bodies, and three distinct justifications, for a line that would in all cases appear to better advantage when set in one size and face. This is but one of many ways in which Job composition can be made expensive without advantage.

certify to the accuracy of the written copy, and the office should undertake the responsibility of correctness to that copy.

Responsibility. The office is always responsible for proper orthography of common words, and for correctness to legible copy or alterations. It is not responsible for the accuracy of any technical word or proper name, especially for the initials I and J, when equivocal in the manuscript. It is not responsible for faulty grammar or rhetoric in copy. Requests to amend either should be declined or cautiously exercised. It is not responsible for errors of statement, or for ambiguous directions. The printer's duty is mechanical; he should not undertake to edit the customer's work, or deviate from his copy. The exercise of such a license is both thankless and unprofitable.

An unanswered query of the reader, in proof, relieves the office from all responsibility for the queried error.

Clean Proofs should be at the usual rates of Time Presswork.

On ordinary work, one proof may be allowed a customer. The office should take extra care to avoid the necessity of a revise by the customer. For extra or duplicate proofs, additional charge should be made at discretion. Apart from the alteration involved, the mere time spent in taking proof of even a small form is worth 10 cents. The giving of proofs should be discountenanced as much as possible, as it is one of the most fruitful causes of delay to the customer, and of loss to the office. Proofs unreasonably delayed should subject the customer to an extra charge for the withdrawal of material from use.

## ALTERATIONS.

It is the duty of the office to see that no proof of displayed work is submitted to the customer, unless it is done in a workmanlike manner. The office should decide what is, or what is not, workmanlike; fairly judging the work in question by a high average standard of workmanship. If the displayed work is tastelessly set-up, it should be altered. Some may think that the faulty compositor should alter the work at his own loss. This, however, is not practicable. The loss of alteration must be borne by the employer, and can be considered as one of the contingent expenses of the business. It is not just * nor politic to charge the expense to the customer. If it is decided that the work has been displayed fairly, then the customer should be charged with the expense of all alterations. Where the suggested

* In the common job work of many trades it is the usage for the employer to charge to the customer the full value of the workman's time, with little or no regard to the value of the workman's performance. Some machinists, carpenters, plumbers, and others who do work on time, exact full payment for even the spoiled or faulty work of their workmen. The reason assigned for such a course is that the employer does the best he can under the circumstances, and does better in selecting workmen than the customer would; that error and loss by bad workmen are unavoidable; and that the customer should accept a share of this loss where it is clearly unavoidable. This reasoning is not correct. It is but a shifting of proper responsibility. An employer fit for his place should be responsible for the workmanship of his workmen. He has no right to make the customer pay for the blunders of his subordinates, either directly or indirectly.

alteration is trivial, it may not be worth while to insist upon the claim. Whenever it is practicable to do so, the customer should be forewarned that he buys only the labor of good average workmen, and that the expense of all improvements he may suggest are justly chargeable to him.

There are limits to the responsibility of the office. Between a bad and a good piece of displayed composition, there are many degrees of merit or demerit. The average performance of fair workmen must be the standard by which all work should be tested and judged. To the critical eye of a captious customer, whose notions of taste are formed upon lithographic models of impossible imitation by type, this average performance may indicate a low standard of ability. But such opinion cannot alter plain facts. Prices must be made to conform to actual performances, and not to ideal possibilities. Ability to display type elegantly is the exception, and not the rule, and the exceptional performance of a skilled workman cannot be taken as the standard. For ordinary work at ordinary price, the customer buys only ordinary ability.

Alterations of Names or Imprints on work under press, should be charged at the rate of 75 cents per hour for all time spent on them by the compositor, and at the usual charge of Time Presswork per hour for the detention of press while alterations are being made. The time lost by such alterations is more than is commonly supposed.* Each alteration requires the composition and justification of the line or lines, the unlocking and re-locking of the form, the taking and reading of proof, and possible correction of the matter for bad letters or errors, and the detention of the press. There are few alterations that can be done for less than 25 cents each, some are worth 50 cents, and when inserted in a mortised electrotype they may be worth $1.00 each.

## ORNAMENTAL TYPOGRAPHY.

Curved Lines, of ordinary size, should be rated at 25 cents extra, each. Full semi-circles, or serpentine, or overlapping curves, at such higher rates as will compensate for extra labor.

Combination Borders, on Minionette or Nonpareil bodies, can be rated only on time. The simplest combinations of these ornaments are always thrice as expensive as those of plain borders of same size, and they are seldom as effective. They should not be used without special directions, and good assurance that the work will be satisfactory, and fairly paid for.

Most Job compositors value work in proportion to its difficulty, or to be exact, in proportion to the difficulties they make out of it. This is a faulty taste. What is difficult of execution is not necessarily beautiful. The best effects are oftener produced by simple than by painful methods.

* A job of 5000 alterations on 50,000 Circulars, was once taken at the rate of 10 cents for each alteration. Each alteration consisted of three lines, and measured seventy-two ems. Charged as measurable matter at the lowest rate, the composition of each was worth 6 cents; but, being displayed matter, it was decidedly worth one-half more. The alterations were done intelligently and quickly, but the average time of detention of press was five minutes. At lowest rates this detention was worth 10 cents. The general result was, an actual loss of $50.00.

The ornaments of typography never hide defects of composition. If the sizes and styles of type are not properly selected, the defects of the work are really increased by all added ornaments. The great fault of most ornamental typographic work is its too careful elaboration. This is usually done in a direction, in which the ingenuity and labor of the compositor cannot, by any possibility, be appreciated by a public that is ignorant of the methods used. The expense is excessive, but the labor is virtually wasted. To set-up a show card with a profuse use of small combination borders, or with eccentric and overlapping curves of brass rule, to lay out the text in panels with corresponding inner borders, to curve and twist the greatest variety of ornamental display lines in fantastic shapes—is one of many ways in which labor is spent to no purpose. In too many cases the result is disappointment and loss. For at the highest possible prices, this kind of work rarely ever repays the cost. The elaboration of the work makes it ineffective as a show card, for it is usually devoid of flat solid color, sharp outline, and bold contrast. It will frequently be found that such work could be engraved at less expense and with better effect, and yet with entire absence of all the details that are supposed to make it attractive.

The loss of profit on such work is not the only evil. The habit of selecting, comparing, and pondering over lines of type is unconsciously practised by the compositor on the cheapest work, until he becomes almost valueless as an efficient workman.

The composition of jobs should be understood and treated as business, and not as experiment or amusement. Any process that promises to abridge the time, without injuring the quality of work, should be fairly tested. Wherever lithography, engraving on wood, stereotype, machinists' or carpenters' work, promises any quicker, cheaper, or better results than could be secured at the hands of a Job compositor, even on such a simple matter as the cutting of a mortise, the engraving of a diagram, or the mitering of an irregular-sided rule border, such assistance should be used.*

## BRASS-RULE WORK.

A Series of Tables may be taken at the usual rates of Book work.

Isolated Tables of Rule and Figure Work are seldom properly paid for with the Book-rate of double price. They should be rated on time. When brass rule is cut specially for tables, and cut to waste, one-half the cost should be charged.

Brass Rule Borders around Pamphlet pages or other work, should be rated as an extra. On a small card or page, even where rule is not cut to order, the extra work is worth 25 cents. On larger pages or work, a border

* These remarks have no application in cases where it is impossible to get such assistance. There are offices and occasions in which it is desirable that a compositor shall be able to do many kinds of work beyond his trade, but they should be done only when there is no alternative. The word Composition defines the work. The compositor is not an engraver, nor carpenter, nor brass-rule finisher. His duty is to compose and combine, and not to make the material he uses. Whoever allows him to work at any of these trades, with the rude tools of a printing-office, will find the work twice as expensive as when done by qualified workmen.

is worth from 50 cents to $1.00 extra. If the brass rule is specially cut for the work, of a selected face, and of a size or style that is of little or no value for other work, charge about half the cost.

Brass Flourishes, on Cards and Headings, should entitle the matter to be rated at least at double the regular price of plain composition.

The Mitering of a brass-rule border of four corners should be rated at 40 cents per border for thin, and 60 cents or more for thick rule.

Composition of all Work in Ovals, Circles, or Brass-rule Borders of irregular shapes, should always be at double price.

## SPECIAL SORTS.

It is the duty of the office to furnish the customer with all suitable material for doing the work properly. He cannot be expected to pay specifically for the purchase of any ordinary type or ornament, that is of value on general work. But the case is altered when the customer wishes material that is not of general value. If brass rule is cut to waste and loss (he objecting to pieced office-rule), the amount of loss and labor should be charged to him. If he selects rule for border of any unusual face, or has it cut to unusual lengths, he should be charged with half of the cost. The same rule should be applied to the purchase of type useless for other work. It is impracticable for any printer to indulge all a customer's fancies by the liberal purchase of new and costly styles of type. The sacrifice of the estimated profit on a job, in the purchase of specially-desired material, is quite as much as a customer has a right to expect; if more is desired, it should be at his expense, of which he should be forewarned.

Specially-engraved Wood Cuts, or costly electrotypes, for which there is but little demand, should be considered, even if previously purchased, as a special sort, and ten per cent. of the cost should be added to the price of composition.

## STANDING MATTER.

The practice of keeping forms in type for customers should be discountenanced. In some cases, it is not to be avoided; but it should be understood, both by printer and customer, that the withdrawal of one hundred dollars worth of material from general use, is rather more unprofitable than the loan of twice that sum without interest, and is quite as reasonable. When a form can be electrotyped, it should be done. When it cannot be done, by reason of size or probable alterations, the type should be sold outright to the customer, or a fixed charge per month agreed on for keeping it in order; or from one-fourth to one-half the value of composition charged on the next order.

There are offices that refuse to keep type standing an hour after the order has been executed. The improved neatness, economy, and availability of material under such a system may be considered as almost a full offset to the loss of custom that such a rigorous rule may produce.

## MAKING ESTIMATES BY TIME.

All the special prices for Job composition in the following pages are made on the basis that 75 cents is the equivalent of one hour's work. The prices are intended to represent the average performance of good workmen upon ordinary composition. For rough and careless work, the allowance of time is too great; for the best work it is too little. The reasonableness of the allowance of time, and the equity of the prices may be seen in the annexed table of a supposed day's performance, which includes the composition, correction, and imposition of the work, but not its distribution. There are compositors who will do more work than is here specified, but there are more who do less. If the compositor is slow, if alterations are numerous, if type is not kept well distributed, and the office is not well stocked with material, the performance of even a good compositor will be much less. These are not uncommon circumstances. The amount of work is rather in excess of actual average performance and is reasonable in the interest of the customer.

| | | | |
|---|---|---|---|
| 2 Billheads at | $1.25 | $2.50 | 3⅓ hours. |
| 1 No. 4 Card | 1.00 | 1.00 | 1¼ " |
| 1 Handbill | .75 | 1 | " |
| 1 Half-medium Poster | 1.50 | 2 | " |
| 1 Shipping Receipt | 1.00 | 1.00 | 1⅓ " |
| 1 Note Heading | .75 | 1 | " |
| Total | | $7.50 | 10 hours. |

This charge of 75 cents per hour is made only for the time of the compositor, as spent in actual composition. Time spent in the subsequent distribution of the type, in proof-reading, supervision and in receiving instructions from the customer, is a portion of cost, but it is never specifically charged. This indispensable labor is often one-half more than that of the compositor. To this again must be added a per centage for contingent expenses, and for use of material. A nice analysis will show that, although the compositor is paid but 33⅓ cents per hour, the actual cost of his work is often over 60 cents per hour.

The charge for labor is, however, the greatest item in the cost of work. It is the item in which there is the gravest inequality, and which often leads to the greatest errors.

It is a common mistake to underrate the time. An active employer is apt to assume that his own performance is the standard. But it is not a fair standard. He undertakes to sell, not the product of his labor, but that of the workmen. He should know not only what they can do, but what they will do. It is his duty and his interest to fix the standard of performance as high as he can without loss. He should be careful in selecting workmen, and should do all that is practicable to increase their skill and efficiency. Having done this, he should accept the result, and require his customers to accept it. If, for example, he finds that the average compositor does not compose, correct, and complete more than five small posters in one day, his price for the composition of one such poster must be one-fifth the price of a day's labor. The fact that he, or some skilled man, can set eight in one day, is irrelevant; for every such man there are two others who will not set three. Five is the average, and consequently the rule. All other performances must be regarded as exceptions.

# PRESSWORK.

BOOK WORK and JOB WORK are the two principal branches. NEWSPAPER and WOOD-CUT WORK are common to both. COLOR WORK and CARD WORK are more practiced in Job offices.

Book Presswork is done almost exclusively on Adams Presses; Job work and Newspaper work on Cylinders; Wood-cut and Fine Color work on all presses, but with many the Hand Press is preferred; Card work is done on small Card and Machine Presses.

Skill in handling these presses is acquired only by long practice. As a pressman usually works at but one kind of press, each branch of the business may be considered as almost a distinct trade. An excellent Cylinder pressman is usually found incompetent when he supplies the place of an Adams pressman, and both of them are often incapable, or at least inefficient, when they attempt Fine Cut or Color work on a Hand Press.

## THE EXPENSES OF A PRESS ROOM.

To do work properly and economically, it is necessary to have many kinds of presses, and, in a large office, different classes of pressmen. The cost of these presses, the expense of running them, and their performances, are very unequal. Before hazarding any observations on the prices of Presswork, it will be proper to state the ordinary expenses of a press room, which will to some extent prepare the reader for the irregularities of prices.

**The Size and Value of the Press.** An ordinary Card Press, of bed $3 \times 5$ or $5 \times 9$ inches, costs from $150 to $250, according to patent. The larger Adams, and the Drum Cylinder Presses that are used in Job work, cost from $3000 to $6000. Double Cylinders and Perfecting Presses cost more. Between these extremes are many intermediate sizes at corresponding prices. Viewed only as an investment of money, and without regarding their expenses while running, the interest on money invested is unequal. It costs more to own and hold the larger press; all work done on it must be at higher price than on the small press.

**The Cost of Labor.** Piece work went out of fashion with the Hand Press. All the labor of a press room is paid for on time, irrespective of the performance of the workman. All estimates of cost must be based on probable time.

A Card Press, or small Machine Press, is usually managed by a boy, who makes ready his form, furnishes power, feeds, and perfects his work without assistance. A novice is paid rather less than $1 per day; but when really fine work is wanted, an expert must be had, who is paid from $2 to $3 per day, and sometimes more.

Hand, Cylinder, and Adams pressmen are usually paid $20 per week, but the rate is not so absolutely fixed as it is for compositors. Inexpert workmen are often paid $15 to $18, and superior workmen $22 to $25. Some who are specially active, as well as skillful, receive still higher wages.

A large press of any kind requires many servitors. The Feeder, who lays the sheets, receives from $6 to $9 per week, according to ability. For fine Book work or Color work, requiring accurate register, two Feeders or Pointers are needed on the reiteration, who double the expense of feeding.

On some presses, a Fly-boy at $3 or $4 per week is needed. For the finest Wood-cut and Color work on Cylinders, it is necessary to employ a boy to interleave the sheets as they are delivered from the fly, to prevent set-off. Such work requires the undivided care of the pressman. He can run and oversee but one press. The cost of labor alone for a press employed on such work is often more than $8 per day.

The Feeders, Pointers, Fly-boys, and Interleavers, are attached to one press. But in every large job and book office many workmen are employed who are attached to no particular press, but who work for all, in cutting, wetting, packing, and dry-pressing the sheets, in making rollers, in caring for plates, or in general supervision. The general Foreman of the room, or Head Pressman, is paid from $25 to $40 per week, according to his ability and value of service. The Warehouseman, who wets-down and dry-presses the work, is paid from $12 to $15 per week, and the wages of each of his Press Boys are about $4 per week. The Cutter's wages are about the same as the Warehouseman's. The Porter is paid from $9 to $12 per week.

The cost of labor on a large press, which requires so much attendance, increases almost in proportion to its increase of size. But there are many other working expenses besides that of labor.

**Steam Power** is an item of cost that will vary with the number of presses. In a large press room, where the expense is divided among many presses, it may be less than 40 cents per day for each press; in a small office of but one or two presses, it may be $3 per day, or more. When power is hired, $3 @ $4 per week is the usual rate for one-horse power, and a double medium Cylinder or Adams is usually rated as requiring one-horse power. Sixty cents per day per press would be a low general average.

**Room Rent,** Light, Fuel and Water are items not often considered. The space occupied by a large press is not great, but the finishing of the presswork by Dry-pressing requires much room. Hydraulic presses, with their appurtenances of drying poles, or steam-heated drying rooms, and laying and folding tables, sometimes require half the space of the entire press room. Where rent and taxes are cheap, this is of little account; in crowded cities, where rents, gas light, fuel and water taxes are high, these expenses have influence on prices.

**Materials Consumed.** These are Lubricating Oil, Rubber Cloth, Muslin, Flannel, Pasteboard and Paper for make-ready material, Turpentine, Ley, Benzine, and other cleansers, and small sundries. The quantities used of each will depend upon the nature of the work. Ordinary Newspaper work, and the commonest kind of Job work do not require many rollers nor cleansers. The expense for all materials combined will not exceed, and perhaps not equal, $50 per year, on the largest press. For fine Book and Job work, and Colored work on large presses, for which a new impression surface is wanted with every form, and for which there is frequent washing-up of rollers, the cost of these materials may exceed $100 per year.

**Rollers.** For plain black News, or common Book work, a gang of four double medium Rollers, made from glue and molasses, will cost about $10,

and can be made to last about four weeks, perhaps longer, if carefully handled. The same rollers, employed on fine Wood-cut and Color work, are usually condemned after two weeks' service.* The cost of ordinary Rollers for a large press will range from $60 to $150 per year.

**Ink.** Of all the varied expenses of the press room, that of Ink is most irregular and most deceptive.

On common Book and Newspaper work, and ordinary Job work, the value of the Black Ink used is so trivial that it is rightly considered as but one of the contingent expenses of presswork—an item too small to appear in a bill, or even to be computed in making a statement of cost. On fine Illustrated work, for which Black Ink at $2 to $5 per pound is required, the value of Ink used is too large to be overlooked. In many varieties of Job work, the value of the Ink is as great, and sometimes more than twice as great, as all the labor of presswork. Under the heading of Ink, on a subsequent page, will be found a fuller statement defining the relative quantities and values of different qualities of Ink, when used on different kinds of work. In the present inquiry concerning expenses, it will be sufficient to state that the average consumption of the Black Ink for which no special charge is made, including that which is unavoidably wasted as well as that which is used, is about $7 per week for such Job work as is usually done upon a fully-employed Double Medium Cylinder Press. Smaller presses on the same class of work will use and waste Ink in a similar proportion. On Small Card and Machine Presses, the value of the Black Ink used may not reach $1.50 per week. But where there are many changes of color and quality, the value of Ink wasted will be twice this sum.

**Repairs.** With the most careful workmen, accidents are not only possible, but unavoidable. An annual allowance of 3½ per cent. on the cost of the press should be considered as a low estimate for this expense or loss.

**Depreciation.** The durability of a press depends upon its construction, and upon the care it receives. No exact time can be assigned as the life of any press. Sooner or later it will be worn out, and every day's use will make it, theoretically at least, less valuable. It is a rule with owners of swift-running machinery to rate its annual depreciation at 10 per cent. For a well-made and carefully handled press, the rate is too high. For common presses, as commonly used, the rate is just. In making a true estimate of profit and loss, this allowance for an annual depreciation at the rate of 10 per cent. should be applied to all machinery.†

* The frequent washing-up required for fine and colored work is destructive to the roller. It is necessary to condemn it as soon as any cracks or abrasions appear on the surface. The Patent Rollers of Francis & Loutrel are more expensive, but they are more durable, and ultimately much more economical.

† The probability that the press will be much reduced in value, even if in fair condition, at the end of ten years, through the competition of superior inventions, is a contingency that must be considered and anticipated. The Washington press superseded the Ramage; the Tufts and Treadwell supplanted for a time the Washington; the Adams virtually abolished them all, as book presses. The Drum Cylinder, for large work, is now the deserved favorite in all job offices; but no one dare say that within five years some new press will not be made that will supersede the Drum Cylinder as effectually as the Type-revolving Ten Cylinder or Bullock press has superseded the old fashioned Double Cylinder.

## THE EXPENSES OF A PRESS.

The foregoing observations will give a notion of the regular expenses of a press room. The expense of running a representative press for one week on a variety of ordinary work, should be the basis upon which an estimate of the cost of presswork should be based. A Double Medium Cylinder is probably the fairest representative press that could be offered, being better adapted for various kinds and sizes of work than any other.

### Weekly Expenses of a Double Medium Cylinder.

Press and connections valued at $3,000.

| | |
|---|---|
| Pressman, at established wages | $20.00 |
| Feeder, with partial employment of Pointer | 9.00 |
| Rollers, of ordinary quality | 2.00 |
| Rubber, Blankets, Wasted Paper, and Make-ready Material | 1.00 |
| Oil for press and counter-shaft, etc | .50 |
| Ley, Benzine, and Cleansers | .75 |
| Ink, ordinary quality Black, average used and wasted | 7.00 |
| Cost of Dry-pressing sheets (about one-fourth the work done) | 3.50 |
| Steam Power | 3.00 |
| Room Rent, Light, Fuel, and Taxes | 3.00 |
| Interest on money invested and Insurance | 2.50 |
| Probable Repairs, averaged through the year | 2.00 |
| Depreciation by Wear, apart from Repairs | 3.00 |
| Sundry Expenses | 2.75 |
| Total, ($10 per day) | $60.00 |

This analysis of expenses will be found applicable to the largest number of offices. With some, Labor will cost less; with others, Power will cost more. It will be found, however, that a great saving in one item is usually off-set by increased cost in another. As an average, the analysis is barely just. In most small offices, where miscellaneous work is done at greater disadvantage than in a large office, there will be an increased expense for Ink, Dry-pressing, and Steam-power. If Labor is injudiciously cheapened, there will be at least a double proportion for Repairs and Depreciation. In a very large office, where a nice organization of Labor can be effected, and where special branches are practised, expenses may be somewhat less.

Expenses will fluctuate with the quality of work done. If an extra boy is required to point or to inlay sheets; if two or three presses have to bear the whole expense of the steam power; if much fine or colored work is done, requiring a frequent renewal of rollers and use of expensive Inks, and waste of make-ready material; if pressmen are employed at $25 or $30 per week, the expenses will reach $13 per day. Again, if a pressman runs two presses; if work is not pointed, interleaved, or dry-pressed; if cheaper ink is used; if the expense of steam-power is divided among a dozen or more presses—the running expenses may be but $7 per day. But many of these expenses are unalterable by any economy in management, being the same whether much or little work is done.

It is a common mistake with novices to consider only or chiefly the item of Labor in their estimate of the daily expense of a press. Other expenses are considered as too trivial for account. By this table, these are the per-centages of expense:

| | | | |
|---|---|---|---|
| Labor | .43 | Dry-pressing | .06 |
| Rollers, Ink, Cleansers, etc | .19 | Steam-power | .05 |
| Repairs, Depreciation, Insurance | .15 | Rent and other sundries | .07 |

Thirty dollars per week is not the highest cost of Labor; but, even at this rate, the general expenses of this press are as much as the special expense of Labor.

If Labor were reduced one-half, or to $15 per week, the general expenses could not be reduced in proportion. Some items would be increased. At $15 per week for Labor, the general expenses would be more than double the cost of Labor.

By the methods used in making up the previous statement, it appears that these are the expenses of Presses of various sizes:

**Small Card Press.** If run by a boy, on common work and on long editions, the expense may be rated at $3 per day. If run by an expert, on good or fine work, the expense will be from $4 to $5 per day. The average expense should be assumed at $4 per day.

**Small Machine Job Presses,** of bed 10 × 15 to 13 × 19 inches, like those known as the Franklin or the Liberty. The daily expense of such a press will vary from $4 to $6, according to nature of work and wages of workman. A general average should not be less than $5 per day.

**Hand Press.** The daily expense of a super-royal Hand Press, with a self-inker, on cheap work, with boy workman, should be rated at $4 per day. With roller-boy, $5 per day. For fine work, with skilled pressman, the expense will vary from $6 to $8. The general average should be $6 per day.

**Folio-Post Cylinder.** The daily expense will range from $6 to $10 per day. The general average may be put at $7.

**Medium or Super Royal Cylinder.** With increasing size comes an increasing expense for rollers, inks, power, oil, etc. The increase on each item may be trivial, but the sum total is no trifle. The greatest addition is for Labor. A cylinder press requires a feeder, beside the pressman, and if its work is interleaved, or dry-pressed, or bronzed, or has much cutting or supervision, the expense account must be charged with an equitable proportion of this cost. The daily expense will range from $7 to $12 per day. For ordinary work done in the ordinary way, the average may be fixed at $8.50 per day.

**Double Medium Cylinder.** The average expense, as detailed on the preceding page, should be rated at $10 per day.

**Double Royal,** and larger sizes of Cylinders, should have their average expenses rated at $12 per day. The largest sizes that are in comparatively little request should be $15 per day.

## THE PERFORMANCE OF PRESSES.

The Performance of a Press depends upon its construction, its size, its power, its management, the quality of paper and ink used, and the care given to the work.

The Hand Press is the slowest of all presses. Platen Machine Presses are much quicker. Cylinder Presses are the fastest.

A small press is always quicker than a large one of same kind. With increasing size and cost there is invariably a decreasing performance.

Dry paper on Cylinders may be handled and printed with rapidity. Wet, thin, and large sheets are handled and fed to disadvantage.

Stiff Black Ink and Colored Inks can be used only at slower speed than is usual with ordinary Black. The frequent washing-up required to maintain purity of color is always a serious hindrance.

Making-ready is the great hindrance. A form may take a half-hour, an hour, five hours, a day, two or three days. There is no rule by which a

proper allowance of time can be computed. It is at the option of the employer. In all cases, the allotment of time is but a choice of evils. A small form can be made-ready roughly on rubber-cloth in half an hour or less; but the value of time saved is lost, on a long edition, by increased wear of type. If the same form is neatly made-ready on hard card-board, it may take from three to five hours. The quality of workmanship is improved, and wear of type is saved, but much time is lost. In allowing time for making-ready a form, the first question to be decided is, the quality of the work; the next, whether it is judicious to sacrifice time or type.

The Edition, or number of copies printed will greatly influence the product of the press. If a form can be made ready in one hour, and then be printed at the average rate of 800 per hour, the day's performance will be 7,200 impressions; but if five such forms are made-ready, requiring five hours, the day's performance would be rated at 4000. But it will seldom reach 4000. On a short edition, it is rarely practicable to get the speed of the long edition. Little stoppages have to be made for the adjustment of some defect, and these stoppages seriously reduce the performance.

Manufacturers of printing machinery for Job work claim that their best presses will print from 1000 to 2000 impressions per hour. The inference produced upon the mind of a novice is, that 1500 impressions per hour is about the average performance of a good press on miscellaneous orders. It is an incorrect inference. In the hands of an expert pressman and feeder, and under a rare combination of favorable circumstances, it is possible to realize and sometimes to surpass this claim. Small Cylinders have given 2500 and 3000 impressions in one hour. A Double Medium Cylinder, when running on common wrappers or cheap newspapers, could be made to give 1500 or 1750 impressions an hour. But this speed cannot be kept up through ten consecutive hours. It is seldom that one can secure even 10,000 impressions in ten consecutive hours from one form on a Double Medium Cylinder Press. The average daily performance of such a press when it is employed for many days on one form, is oftener below than above 9000 impressions.* When it is employed on many forms, the average daily performance will seldom exceed 3000 impressions. The principal cause of this diminished product will be found in the time lost in making-ready, and in the lessened speed of the press on the shorter editions. Some delay must also be conceded for fine work.

One of the greatest hindrances is the dissimilar nature of the forms, and the irregular manner in which they have to be printed. A book form may be followed by a large poster, and this may be followed by a ruled blank-book heading, and this, perhaps, by a sheet of checks in a different color of ink, and this by a card in many colors. To do this work properly, for each form there must be a change of ink, a special washing-up of rollers, and

* The average performance of such a press in a Job office cannot be predicated on wrappers and newspapers. There will be posters and book forms, account-book headings and cards in colors, each of which will require more time for making-ready and slower speed in presswork. The hindrances that are inevitable in this class of work must be allowed for in a statement of average daily performance.

perhaps a change of backing on the cylinder, in addition to all the usual detail of making-ready. The time spent in changing color and impression-surface is often twice as great as that spent in the actual presswork of the form. In a small office, in which two or three presses have to do all the work, the time lost in getting a press ready is much greater than in a large office, where special presses are appropriated for different classes of work. But no office, however large or well organized, is exempt. In all, it is a great hindrance, which must be allowed for in an estimate of performance.

### Average Daily Performance of Presses,

On editions of irregular numbers, with a small allowance of time for making-ready.

The estimates of the following table are for miscellaneous work, done in the usual manner, with little making-ready, and under the favorable conditions of a busy season. It is supposed that the presses are at work full ten hours; that feeders and pressmen are expert and diligent; that paper, rollers, steam power, ink, etc., are in perfect order, and that there are no detentions or accidents.

These estimates are applicable only to a press when in full employment.

| Make Ready Time. Hours. | Style of Press. Number of Forms. | Time of Presswork. Hours. | Rate per Hour when at Work. | Daily Performance. Impress. |
|---|---|---|---|---|
| .... | CARD PRESS. | .... | .... | .... |
| 1 | One Form of .....7500 impressions.. | 9 | 833 | 7500 |
| 4 | Four Forms of....1000 " .. | 6 | 666 | 4000 |
| 6 | Eight Forms of... 250 " .. | 4 | 500 | 2000 |
| .... | SMALL MACHINE PRESS. | .... | .... | .... |
| 1 | One Form of .....6000 impressions.. | 9 | 666 | 6000 |
| 5 | Five Forms of.... 500 " .. | 5 | 500 | 2500 |
| 8 | Eight Forms of... 100 " .. | 2 | 400 | 800 |
| .... | HAND PRESS. | .... | .... | .... |
| 1 | One Form of .....1500 impressions.. | 9 | 156 | 1500 |
| 4 | Four Forms of.... 250 " .. | 6 | 166 | 1000 |
| .... | MEDIUM CYLINDER. .. | .... | .... | .... |
| 1 | One Form of .....7500 impressions.. | 9 | 833 | 7500 |
| 5 | Five Forms of.... 750 " .. | 5 | 750 | 3750 |
| 7 | Eight Forms of... 250 " .. | 3 | 666 | 2000 |
| .... | DOUBLE MEDIUM CYLINDER. | .... | .... | .... |
| 2 | One Form of .....5000 impressions.. | 8 | 666 | 5000 |
| 5 | Three Forms of...1000 " .. | 5 | 600 | 3000 |
| 7 | Six Forms of..... 250 " .. | 3 | 500 | 1500 |
| .... | MAMMOTH CYLINDER. | .... | .... | .... |
| 3 | One Form of .....4000 impressions.. | 7 | 570 | 4000 |
| 5 | Two Forms of....1250 " .. | 5 | 500 | 2500 |
| 7 | Four Forms of.... 250 " .. | 3 | 333 | 1000 |

The allotment of impressions to forms is not fanciful. The proportions are those of actual practice. In every Job office, small editions are always in excess.

In the previous table, the highest performance of any press, averaged for three days, is 18 tokens*; the lowest is 3 tokens. The general daily average is about 12½ tokens per press. Small as this average may appear, it is, as will be further shown, really in excess of the usual performance. There are not many Job offices in which this average can be maintained.

These estimates of performance and cost are made on the hypothesis that each press is fully employed. But presses are not always fully employed. There is no Job office that can keep even a card press constantly occupied with work. There are dull seasons, common to all offices, in which many presses are idle for many days. Some presses are idle in busy seasons for want of appropriate and profitable work. They are often idle from delays and accidents that cannot be foreseen or prevented by the best management. There will be losses of time through bad ink and bad rollers, bad paper and bad workmen. There will be absence of workmen and non-arrival of material. There will be damages to plates and types and accidents to presses. An abatement of twelve per cent. for all losses from these causes will be accepted as most reasonable, but this abatement will reduce the average performance of the presses to about Eleven tokens per day.† But there will be no corresponding reduction in the expenses. During protracted dullness of business, workmen may be suspended, and unnecessary extra expense for labor may be avoided. But it is not always judicious to do this even when workmen are but partially employed. Whoever undertakes to do work, must have the men to do it.

This daily performance of Eleven tokens should be accepted as the true average product of machine presses throughout the country, when they are employed on miscellaneous Job work.

With these results concerning the expenses of presswork, and the average performance of presses, certain definite conclusions may be reached as to the cost of the work.

* In this and in all other places where the word Token is used, it should be understood as 250 impressions, or any fraction thereof.

† The average daily performance of a large press room of this city, made up from the abstract of an entire year's business, was but Eleven tokens per press. The presses were: 12 Cylinder, 2 Gordon, 2 Card, and 2 Hand Presses. The total yearly performance was 60,611 tokens. The business was active, and was more uniform throughout the year than is usual. The smallest monthly performance was 3382 tokens; the largest, 7109 tokens. The work was strict Job work, of great variety, of all sizes, and at all prices from $1 to $20 per 1000 impressions. The highest performance of any one press in one day of 10 hours was 16,250 impressions. The largest edition was 90,000 impressions, but there were many forms ranging from 25,000 to 50,000 impressions. The greatest number of forms were of 1000 impressions or less. Most of the presses were in steady service every day, but during the dull season were not worked to their full capacity. Few of them stood idle for many days together. Most of the work was done on large presses, and was fairly made-ready and well printed. Slighting of the work would not have raised the average performance to 13 tokens per day. If all the work of the Hand Presses had been excluded, the daily performance of the Steam Presses would not have reached 12 tokens. It appears from a statement in the Printers' Circular, of January, 1870, that the daily average performance of seven small machine presses, during a period of fourteen weeks, was but a fraction over 10 tokens.

## COST OF PRESSWORK,

With small allowance of time for making-ready, and for ordinary black ink only. Applicable only to presses when in full daily employment.

See annexed table.

When more than one hour is allowed for making-ready on a small press, or more than two for a large press, or when the value of ink consumed is more than ten per cent. of the cost of work, these estimates will be found too low.

These estimates of cost are only for forms appropriate to the size of the press.

The cost of one hundred or of a single token, on cheap work, is rarely ever less than one-tenth the cost of a full day's work; the cost of a single token on a large press, is about one-fifth that of the day's work.

The cost of large quantities should be somewhat less than the rates assigned for 5000 impressions.

When a single specialty in Job work, like that of Cards, or of Newspapers, or Labels, or Posters, is exclusively practised, the cost of work should be less, but will not be, unless labor is well organized.

The Cost of Presswork may be apparently reduced by cheapening labor or by increasing speed. Either plan is of doubtful ultimate economy. If one pressman attempts to run too many presses, on short editions, the presses must do less work than when they are efficiently manned. Work done in haste must be of inferior quality. Type or stereotype plates not fairly made-ready, will be needlessly damaged. If run by unskilled men or by boys, at lower price, the presses will be neglected. There is no large machinery that requires care, cleanliness, and nice adjustment in greater degree than a cylinder press. If presses are pushed up beyond a proper speed, they will be injured. Between neglect and injurious speed, the presses will be soon unfitted for fine work. The extra losses by Repairs and Depreciation will more than off-set all saving made by cheaper labor. To this should be added the actual cash losses produced by bad workmanship, as well as the damages to business reputation that necessarily follow. Five presses properly manned and cared for, and run at a moderate speed, will, in two years, do more and better work, at less cost, than seven presses inefficiently manned, and run at violent or improper speed.

| Number of Impressions. | Cheap Work. | Ord'y Work. | Fair Work. |
|---|---|---|---|
| CARD PRESS. Per Day. | $3.00 | $4.00 | $5.00 |
| 100 impressions. | .30 | .40 | .50 |
| 250 " .. | .37 | .50 | .63 |
| 500 " .. | .56 | .75 | .93 |
| 1000 " .. | .75 | 1.00 | 1.25 |
| 5000, per 1000.. | .45 | .60 | .75 |
| GORDON PRESS. Per Day. | $4.00 | $5.00 | $6.00 |
| 100 impressions. | .45 | .57 | .65 |
| 250 " .. | .50 | .63 | .75 |
| 500 " .. | .70 | .87 | 1.05 |
| 1000 " .. | 1.00 | 1.25 | 1.50 |
| 5000, per 1000.. | .80 | 1.00 | 1.20 |
| HAND PRESS. Per Day. | $4.00 | $6.00 | $8.00 |
| 100 impressions. | .80 | 1.20 | 1.60 |
| 250 " .. | 1.00 | 1.50 | 2.00 |
| 500 " .. | 1.80 | 2.40 | 3.60 |
| 1000 " .. | 3.00 | 4.50 | 6.00 |
| 5000, per 1000.. | 2.50 | 3.75 | 5.00 |
| MEDIUM CYLINDER. Per Day. | $7.00 | $8.50 | 12.00 |
| 100 impressions. | .70 | .85 | 1.20 |
| 250 " .. | .87 | 1.07 | 1.50 |
| 500 " .. | 1.10 | 1.35 | 1.90 |
| 1000 " .. | 1.60 | 1.95 | 2.75 |
| 5000, per 1000.. | 1.00 | 1.23 | 1.70 |
| DBL. MED. CYLINDER. Per Day. | $8.00 | 10.00 | 12.00 |
| 100 impressions. | .90 | 1.13 | 1.35 |
| 250 " .. | 1.00 | 1.25 | 1.50 |
| 500 " .. | 1.30 | 1.65 | 2.00 |
| 1000 " .. | 2.00 | 2.50 | 3.00 |
| 5000, per 1000.. | 1.60 | 2.00 | 2.40 |
| MAMMOTH CYLINDER. Per Day. | 10.00 | 12.00 | 15.00 |
| 100 impressions. | 2.00 | 2.50 | 3.00 |
| 250 " .. | 2.50 | 3.00 | 3.75 |
| 500 " .. | 3.25 | 4.00 | 5.00 |
| 1000 " .. | 4.00 | 3.00 | 6.00 |
| 5000, per 1000.. | 2.50 | 3.00 | 3.75 |

## PRICES OF PRESSWORK.

Special Prices, per thousand or per token, for ordinary Presswork, will be found in the following pages, classified under appropriate headings. The prices given for one hundred or one token are the usual current prices, and as such they have to be inserted. It will be found, however, by comparing them with the tables of Cost of Presswork, on the previous page, that they rarely ever exceed cost, and in some cases are less than cost.

PRESSWORK BY THE HOUR.

| | | | |
|---|---|---|---|
| Card Press | $ .50 | Medium Cylinder | $1.25 |
| Gordon Press | .75 | Double Medium Cylinder | 1.50 |
| Hand Press | .75 | Double Royal Cylinder | 1.75 |
| Cap Cylinder | 1.00 | Mammoth Cylinder | 2.00 |

These are prices for ordinary work, for the services of ordinary workmen, and for the use of common Black Ink only. Fine work, requiring extra or expensive labor, or use of Colored Inks of any kind, must be at higher rates.

When a contract is made for the use of a press for many days, on common work, lower rates per day may be accepted. Time contracts are unusual. Most work is done by the thousand, or by the token, the printer taking upon himself the loss or gain occasioned by differences in performance from average estimates. The rates per hour should be used chiefly to test the value of the work.

HURRIED WORK should always command extra price. If a form is lifted from press to give place to one in greater haste, or if a press is kept waiting for a form, all the time lost by detention or by the re-making-ready, should be specifically charged.

NIGHT WORK cannot be priced to satisfaction. For the work of a hand press or treadle press at night, one-half more than the price of day work would be ample; for the work of one cylinder press, run by steam, double day rates will prove insufficient. The best plan is, to compute actual cost and add what may seem just. In most cases, the cost will be about double day rates. Night work is unprofitable, and should be avoided.

THE QUALITY OF INK used should control the price of Presswork. A fine Black Ink is of stiffer body than a cheap ink. It is distributed more slowly, and the press upon which it is used has to run at slower speed. As the performance is less, the price of the work should be greater, even if the fine ink and cheap ink cost the same.

All changes of color on the same form should be at extra price. The waste of labor, ink, and benzine, in cleaning up a card press cannot be rated less than 25 cents; the cleaning of rollers and fountain on a small cylinder seldom costs less than $1.00. A single token in any color that requires special washing-up should on large forms be about double price.

Extra price is required for colored work, not only on account of the greater cost of the ink, but for the greater labor it imposes. The difference in value between Blue Ink and Black Ink on 1000 Checks would be covered by 25 cents; the difference in time of performance is seldom covered by $1.00. On cheap colors and light-faced or open forms, an advance of one-

third or one-half over the price of black may be a reasonable rate; but when color is used in quantity, double price is often insufficient.

On ordinary presswork, in Black ink, ten per cent. of the cost of work may be allowed as the proper proportion for the value of the ink, for which no specific charge should be made. All excess should be at extra price, and may be charged specifically.

The Size of the Form should, to some degree, determine the price of the Presswork. Every increased size is printed at increasing expense. On common work, in Black Ink, not many graduations of price are needed, as may be seen in the table of Handbills, on page 217, in which but five sets of prices are made for sheets from 6 × 9 to 24 × 38 inches. On Fine Work, like Cards, fifteen graduations of price are needed between sizes 1½ × 2¾ and 22 × 28 inches. See pages 141 to 155, and 237 to 239. These graduations of price, although arbitrary for a few cases, are imperatively required for most work. The distinctions in price between small and large forms, are carefully observed in England and France.

The Shape of the Paper also determines the price of the Presswork. Most sheets are oblong, in the proportion of two to three, in which shape they are quite manageable, as this is the usual shape of the bed of the press. But when the sheet is square, it compels the use of a large press, and should be done at the price of the larger sheet. When the sheet is long and narrow, in the proportion of one to three, or one to four, as in the case of a theatre bill, it is more difficult to feed and fly, and the press has to be run at slower speed. When the sheet is disproportionately large for the form, or requires a constant shifting of the form, or the alteration of the feed-guides, as is the case with a bank-check, cost is materially enhanced. Double the ordinary price is often insufficient. See page 165, and contrast value of Presswork of 1000 Checks from one Check and from five Checks.

The Nature of the Form. An ordinary Book or Newspaper form, in which the types are of one body, or very nearly so, gives but little trouble to the pressman in making-ready. Such a form is properly rated in the cheapest class of presswork. But any form that calls for an irregular apportionment of ink, or for great strength of impression on one portion and great delicacy on another, makes extra labor for the pressman, and should be at extra price. Forms full of brass rule, or with fine wood-cuts, or with mixed large and small type, or of irregular shape, always require extra time in making-ready. Other forms of bold type, or tints, that may require but little time in making-ready, often require a still greater expenditure of time in interleaving, to prevent the set-off of the ink. The difference in cost of Presswork, as it is affected by the nature of the form, will be more clearly set forth in the special prices of Presswork, on the following pages.

For other observations on Presswork, see Inks and Qualities of Paper.

## PRICES OF PAPER.

| Sizes and Qualities. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| ONE REAM. | | | | | | |
| Per lb | | | | | | |
| Best or.....P paper.....at | $ | $ | $ | $ | $ | $ |
| Good or....M " .....at | | | | | | |
| Common or N " .....at | | | | | | |
| ONE HUNDRED ON M PAPER. | | | | | | |
| No. | | | | | | |
| 1..2 leaves Flat Cap, full sheet | | | | | | |
| 2..Half sheet Flat Cap, 8½×14 | | | | | | |
| 4..Quarter sheet " 8½× 7 | | | | | | |
| 6..Sixth sheet " 8½× 4⅔ | | | | | | |
| 3..Quarter Folio Post, 8½×11 | | | | | | |
| 5..Eighth " 8½× 5½ | | | | | | |
| 8..Eighth Flat Cap....8½× 3½ | | | | | | |

# BILLHEADS.

## SIZES AND STYLES OF PAPER.

**Flat Cap,** 14 × 17 inches, is the standard size. Law Blank Cap, 13 × 16, and Foolscap, 12 × 15, are sometimes used, but they are not popular.

**Folio Post,** 17 × 22 inches, folded the narrow way, is sometimes used for making odd sizes, to which Flat Cap will not cut to advantage.

| Usual Sizes. | | Unusual Sizes. | |
|---|---|---|---|
| No. | Inches. | No. | Inches. |
| 1. Flat Cap, 2 leaves of | 8½×14 | 3. Quarter Folio Post | 8½×11 |
| 2. Half Flat Cap, | 8½×14 | 5. Eighth Folio Post | 8½× 5½ |
| 4. Quarter Flat Cap | 8½× 7 | 8. Eighth Flat Cap | 8½× 3½ |
| 6. Sixth Flat Cap | 8½× 4⅔ | | |

**A Ream should consist of 480 sheets of Flat Cap,** or its equivalent, less the waste, which should not exceed five per cent. There is no longer any reason for allowing but eighteen quires to the ream, as was the usage many years ago, when outsides were not only unfit for use, but damaging to type.

To meet the competition of those who allow but **eighteen quires to the ream,** ten per cent. should be deducted from all the following prices; but the customer should, in all cases, be notified of the difference in usage and the difference in price.

**Where Folio Post is used, 320 sheets should be rated as a ream.**

12 lb Flat Cap and 18 lb Folio, 16 lb Flat Cap and 24 lb Folio,
14 lb Flat Cap and 22 lb Folio, 20 lb Flat Cap and 28 lb Demy,

Are of about equal thickness: 480 sheets of Cap being equivalent to 320 sheets of Folio.

## PRICES OF PAPER.

| Sizes and Qualities. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| ONE REAM. | | | | | | |
| Per lb | | | | | | |
| Best or P paper at 35c. | $3.50 | $4.20 | $4.90 | $5.60 | $6.30 | $7.00 |
| Good or M " at 30c. | 3.00 | 3.60 | 4.20 | 4.80 | 5.40 | 6.00 |
| Common or N " at 25c. | 2.50 | 3.00 | 3.50 | 4.00 | 4.50 | |
| ONE HUNDRED ON M PAPER. | | | | | | |
| No. | | | | | | |
| 1. 2 leaves Flat Cap, full sheet | .66 | .79 | .92 | 1.05 | 1.18 | 1.32 |
| 2. Half sheet Flat Cap, 8½×14 | .33 | .40 | .46 | .53 | .59 | .66 |
| 4. Quarter sheet " 8½× 7 | .16 | .20 | .23 | .26 | .30 | .33 |
| 6. Sixth sheet " 8½× 4⅔ | .11 | .13 | .15 | .17 | .20 | .22 |
| 3. Quarter Folio Post, 8½×11 | .16 | .20 | .23 | .26 | .29 | .33 |
| 5. Eighth " 8½× 5½ | .8 | .10 | .12 | .13 | .15 | .17 |
| 8. Eighth Flat Cap 8½× 3½ | .8 | .10 | .12 | .13 | .15 | .17 |

**For trivial orders** add 25 per cent. to the printed prices of Billheads by the 100.

**Soft, or Engine-sized, or Slack-sized paper,** should never be used, even for the commonest Billheads. If cheap paper is insisted on, a hard Tub-sized paper, that is off-color or specky, will be preferred by every penman.

## RULING OF BILLHEADS.

By the Hundred, per 100....$
No order to be rated less than
Quarter Ream, or less.....
Fancy Head-Line, extra.....
Ruling Unit Lines, " .....

Half Ream..... $
One Ream.....
Five Reams, per ream.....
Ten Reams, " " .....
Twenty-five Reams, per ream

By the 1000, in large quantities, assorted sizes, cents to $ per 1000.

## COMPOSITION OF BILLHEADS.

Each Billhead, plain, not over six lines..... $
Card in corner, extra.....plain border, combination border,

## PRESSWORK OF BILLHEADS.

| Color of Ink. | 100. 1 set. | Every added 100. | 1000. 1 set. | Every added 1000 per 1000. 2 set. | Half Ream. 1200 impr. 1 set. | One Ream. 1200 impr. 2 set. | Every added Ream. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red..... | | | | | | | |
| Carmine or Purple | | | | | | | |
| Two Colors..... | | | | | | | |

## RULING OF BILLHEADS.

| | | | |
|---|---|---|---|
| By the Hundred, per 100.... | $ .15 | Half Ream..... | $1.00 |
| No order to be rated less than 50c. | | One Ream..... | 1.50 |
| Quarter Ream, or less..... | .75 | Five Reams, per ream..... | 1.25 |
| Fancy Head-Line, extra..... | .50 | Ten Reams, " " ..... | 1.10 |
| Ruling Unit Lines, " ..... | .75 | Twenty-five Reams, per ream | 1.00 |

By the 1000, in large quantities, assorted sizes, 80 cents to $1.00 per 1000.

## COMPOSITION OF BILLHEADS.

Each Billhead, plain, not over six lines..... $1.25
Card in corner, extra.....plain border, 50c.; combination border, 1.00

**The composition of a Billhead with curved lines and added flourishes,** in imitation of lithography, is worth at least $3.00, and may be worth $6.00.

**For an order of 1000 Billheads,** or less, set one Billhead.

**For an order of One Ream,** assorted sizes, two may be set. As Billheads are usually assorted, one ream printed from two heads will average 1,250 impressions. A ream eight to sheet will make 1,900 impressions, for which extra price may be charged; but where Billheads are taken in by the ream, and some reams make less than 1,000 impressions, the price should be averaged for all.

**For orders of less than ten reams of assorted sizes,** it is not judicious to set more than two Billheads. When more than two are set, the labor and delay of altering furniture to suit the varying sizes are greater than that of the extra presswork. If the Billheads are all of one size, not requiring any change, set three or more, or electrotype.

## PRESSWORK OF BILLHEADS.

| Color of Ink. | 100. 1 set. | Every added 100. | 1000. 1 set. | Every added 1000 per 1000. 2 set. | Half Ream. 1200 impr. 1 set. | One Ream. 1200 impr. 2 set. | Every added Ream. |
|---|---|---|---|---|---|---|---|
| Black..... | $ .50 | $ .20 | $2.00 | $1.00 | $2.00 | $2.50 | $2.50 |
| Blue or Red..... | .75 | .30 | 3.00 | 1.50 | 3.00 | 4.00 | 3.50 |
| Carmine or Purple | .75 | .40 | 4.00 | 2.00 | 4.00 | 5.00 | 5.00 |
| Two Colors..... | 1.50 | .50 | 5.00 | 3.00 | 5.00 | 7.00 | 6.00 |

**In Quantities of Three Reams and more.**—The Presswork of Billheads, from two Billheads, may be rated at $2.00 per 1,000 impressions for Black; at $3.00 for Blue or Vermilion Red, and $4.00 for Fine Red or Carmine or Purple.

**Billheads in Two or more Colors** are rarely done, and are usually of such peculiar nature that they cannot be priced exactly. For ordinary cases, the prices above given will be sufficient. For much color, or very exact register, as of a line of letters in two colors, a much higher price will be needed.

**Billheads with Tinted Ground-work** of open ruled lines, may be done at the same price for such a tint as for Billheads in Blue Ink. For Solid Ground-work, on Flat Tint-Plate, at the same price as Presswork in Carmine. These are prices for the Presswork of the Tints only. Add the price of presswork from the type form.

**Billheads in Gold Bronze,** at double the price of Blue.

**Billheads with Wood Cuts,** that are required to be carefully overlaid, or with delicate type, skilfully made ready, should be attempted only on the smoothest of wove paper, and best black ink. For such work on one ream, double the rate of Black Presswork is a just price; for a smaller quantity, double the rate of Black, and add the value of making ready.

| Color of Ink. | 100. 1 set. | Every added 100. | 1000. 1 set. | Every added 1000. per 1000. 2 set. | Half Ream. 1200 impr. 1 set. | One Ream. 1200 impr. 2 set. | Every added Ream. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red..... | | | | | | | |
| Carmine or Purple | | | | | | | |
| Two Colors..... | | | | | | | |

| Color of Ink. | 100. | Every added 100. | 1000. | Every added 1000. | Half Ream. | One Ream. | Every added Ream. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Carmine or Purple | | | | | | | |

## COMPOSITION, RULING, AND PRESSWORK.

In this table Composition is rated at $1.25 for each Billhead. For extra work, like a card in corner, with plain border, add the extra of 50 cents to each price in every column headed **1 set**, and $1.00 to every column headed **2 set**.
To find the full price for both paper and work, add the value of paper. See page 81.

| Color of Ink. | 100. 1 set. | Every added 100. | 1000. 1 set. | Every added 1000. per 1000. 2 set. | Half Ream. 1200 impr. 1 set. | One Ream. 1200 impr. 2 set. | Every added Ream. |
|---|---|---|---|---|---|---|---|
| Black..... | $1.90 | $ .35 | $4.25 | $3.00 | $4.25 | $6.50 | $4.00 |
| Blue or Red..... | 2.15 | .45 | 5.25 | 3.75 | 5.25 | 8.00 | 5.00 |
| Carmine or Purple | 2.15 | .55 | 6.25 | 4.25 | 6.25 | 9.00 | 6.00 |
| Two Colors..... | 2.90 | .65 | 7.25 | 5.50 | 7.25 | 11.00 | 7.50 |

Prices for orders of less than 500 are made for ready ruled paper.
If specially ruled to order, add 50 cents to the above prices.
The preceding table comprises all the work of ordinary Billheads, and is intended to save the calculation of the separate items. By adding together the price above given, for any number, with the price of paper for same number, on page 81, the full price can at once be known. For example: Full price is asked for One Ream of Billheads, in black ink, on 12 lb good M paper; price of Paper (p. 81) is $3.60; price of Composition, Ruling, and Presswork is $6.50; total, $10.10. If 16 lb paper is wanted, add $4.80 and $6.50 = $11.30.
**For large orders**, on which a reduction in prices is expected, make up the price by items. See detailed estimates on a following page.

## SECOND-CLASS OR CHEAP BILLHEADS.

Where a customer is not particular about the style of his work, or brings in a strict reprint copy, requires no proof, and allows the printer to do work in his own way and at his convenience, the following prices may be used.
To find the full price for both paper and work, add the value of paper. See page 81.

| Color of Ink. | 100. | Every added 100. | 1000. | Every added 1000. | Half Ream. | One Ream. | Every added Ream. |
|---|---|---|---|---|---|---|---|
| Black..... | $1.60 | $ .25 | $3.00 | $2.50 | $3.50 | $5.50 | $3.25 |
| Blue..... | 2.00 | .30 | 4.50 | 3.20 | 4.75 | 6.75 | 4.25 |
| Carmine or Purple | 2.00 | .40 | 5.50 | 3.75 | 5.50 | 7.50 | 5.25 |

Any departure from these conditions should cause the work to be rated at full price.

## LITHOGRAPHED BILLHEADS.

ENGRAVING of simplest possible form..... $5.00
" a plain, ordinary form ..... $7.50@10.00
" an ornamented form..... 15.00@25.00
" an elaborate form..... 35.00@50.00
" Special Vignettes, Buildings, Machinery, etc., extra price.
TRANSFERRING for a Cap sheet, each Transfer..... 3.25
PRINTING in Black, per 100 sheets..... 2.25
" Red, " " ..... 3.00
RULING with Fancy Head Line.....Half-Ream, $1.20; One Ream 2.00

[redacted]

Visiting Cards 25¢ 100
Business " 35¢ 100
Envelope Corners 35¢ 100

In the first estimate for Lithographed Billheads on the next page, allowance is made for but one transfer, which in this case is more economical, but it adds somewhat to the cost of the ruling. For most orders of mixed sizes, it will be judicious, in making estimate, to calculate for two transfers.

## ESTIMATES FOR LITHOGRAPHED BILLHEADS.

**Half Ream.**
120 sheets 6s, 120 sheets 4s.

| | |
|---|---|
| Paper, 16 lb P.Flat Cap | $2.80 |
| Ruling | 1.20 |
| Engraving ordinary form | 10.00 |
| Transfer | 3.25 |
| Printing 240 in black at $2.25 | 5.40 |
| | $22.65 |

**One Ream.**
220 sheets 6s, 200 4s, 60 2s.

| | |
|---|---|
| Paper, 16 lb P. Flat Cap | $5.60 |
| Ruling | 2.00 |
| Engraving ordinary form | 10.00 |
| Transfer | 6.50 |
| Printing 480 in black, at $2.25 | 10.80 |
| | $34.90 |

## ESTIMATES FOR LETTER-PRESS BILLHEADS.

**Five Thousand Billheads:** 100 of size 1, 200 of size 2, 500 of size 3, 1000 of size 4, 1500 of size 5, 1700 of size 6. 16 lb M paper, in black ink.

This order may be estimated by two methods: one, by an analysis of the work; another, by a combination of the prices previously given.

### FIRST METHOD..BY ANALYSIS.

To LAY OUT THE PAPER will be the first process. To do this the number of sheets must be ascertained, viz.:

| No. | Sheets. |
|---|---|
| 1..100 sheets of 2 leaves Flat Cap | 100 |
| 2..200 half sheets of Flat Cap | 100 |
| 4..1000 quarter sheets of Flat Cap | 250 |
| 6..1700 sixth sheets of Flat Cap | 284 |
| | 734 |
| Add 5 per cent. for waste, etc | 36 |
| Total number of Flat Cap sheets | 770 |
| 3..500 quarter sheets Folio Post | 125 |
| 5..1500 eighth " " " | 188 |
| | 313 |
| Add 5 per cent. for waste, etc | 15 |
| Total number of Folio sheets | 328 |

To FIND THE VALUE OF PAPER is the next step. 770 sheets of Flat Cap are equal to 32 quires, or 1 and 12-20 reams. The paper is 16 lb, at 30c. $4.80 per ream, or 24 cents per quire: 32 quires, at 24c. are $7.68. 328 sheets of Folio Post are nearly equal to 13¾ quires. To match the thickness of the Flat Cap, being one-half larger, it should be one-half heavier, or of 24 lb weight. The price per ream would be, 24 lb at 30c. $7.20 per ream, or 36 cents per quire; 13¾ quires at 36c. are $4.95.

THE VALUE OF THE RULING must next be determined. 13¾ quires of Folio Post are equal to 1 ream of Flat Cap; 32 quires of Flat Cap are equal to more than 1½ reams of Flat Cap. Ruling 2¾ reams of Flat Cap, at $1.50, $4.12.

COMPOSITION of 2 Heads, at $1.25, $2.50.

COMPUTATION OF PRESSWORK: There are 5000 Billheads to be printed from a form of 2 Billheads, making in all 2500 impressions, at $2.00, $5.00.

SUMMARY.

| | |
|---|---|
| Value of Paper, $7.68 and $4.95 | $12.63 |
| Ruling 2¾ reams Paper, at $1.50 | 4.12 |
| Composition of 2 Billheads, $1.25 | 2.50 |
| Presswork of 2500 impr'ns, $2.00 | 5.00 |
| | $24.25 |

The comptation of the value of paper could be abridged by the use of the Paper Table, viz.:

| | |
|---|---|
| 734 sheets Flat Cap, at $4.75 per ream, $10.45 per 1000, or $1.04 per 100 | $7.63 |
| 313 sheets Folio Post, at $7.20 per ream, $15.95 per 1.000, or $1.59 per 100 | 4.97 |
| | $12.60 |

The rates of the Paper Table include allowance for waste, for which reason the exact number of 734 sheets is used, instead of 770

The above is the method of making estimates most commonly used. It is not necessary to further show that it is both tedious and liable to error. The simplicity of the second method, in which the prices are combined, with but little calculation, will commend itself to the reader, and show the value of printed prices, even to an expert.

### SECOND METHOD..BY COMBINATION.

16 lb FLAT CAP.

| | |
|---|---|
| 100 of No. 1, at $1.05 per 100 | $1.05 |
| 200 " 2, " .53 " | 1.06 |
| 1000 " 4, " .26 " | 2.60 |
| 1700 " 6, " .17 " | 2.89 |

24 lb FOLIO POST.

| | |
|---|---|
| 500 of No. 3, at * .39 per 100 | 1.95 |
| 1500 " 5, " .21 " | 3.15 |
| Total value of Paper | $12.70 |
| Composition of 2 (see p. 81) $1.25 | 2.50 |
| Ruling of 5000 (see p. 83) at .80 | 4.00 |
| Presswork of 2500 (see p. 85) 2.00 | 5.00 |
| | $24.20 |

The trivial difference in prices of paper by the three computations — $12.63, $12.60, and $12.70—is made by overlooking minute fractions.

* Folio Post being one-half larger, should be at one half higher rate

## VALUE OF PAPER.

| Sizes and Qualities. | Flat Letter. | | | Flat Cap. | | |
|---|---|---|---|---|---|---|
| | 6 pounds. | 9 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. |
| ONE REAM OF 480 SHEETS. | | | | | | |
| Perfect paper.....at | $ | $ | $ | $ | $ | $ |
| Good or M paper .....at | | | | | | |
| Common or N paper .....at | | | | | | |
| ONE HUNDRED, P PAPER. | | | | | | |
| Four Statements to a Sheet ..... | | | | | | |
| Six Statements to a Sheet..... | | | | | | |
| Eight Statements to a Sheet..... | | | | | | |

**Ten Reams of Billheads:** 1 ream of size 1, 2 reams of size 2, 3 reams of size 4, 4 reams of size 6, on 14 lb Flat Cap Perfect paper, black ink.

| | | |
|---|---|---|
| Paper: 10 reams (see p. 81) | .$4.90 | $49.00 |
| Composition: 2 Billheads | .$1.25 | 2.50 |
| Presswork: 10 rms. (p. 83) | .$2.50 | 25.00 |
| Ruling: 10 reams (p. 83) | .$1.10 | 11.00 |
| Total | | $87.50 |

**Six Hundred Billheads,** with fine wood cut, 20 lb Perfect paper, on size 3.

| | |
|---|---|
| Paper: (see p. 81) 600 M paper, .33 | $2.00 |
| Add 25 per cent. for Perfect paper | .50 |
| Composition: with extra work | 2.00 |
| Presswork: (p. 83) dbl. pr. black. | |
| Making ready, 3 hours at .75 | 2.25 |
| Printing (p. 83) 500 at .40 | 2.00 |
| Ruling: extra, 500 at .20 | 1.00 |
| | $9.75 |

**Five Hundred Billheads,** in two colors, plain style, on 18 lb M paper, all on size 4.

| | | |
|---|---|---|
| Paper (see p. 81) 500 at .30 | | $1.50 |
| Labor (see p. 85) 100 at 2.40 | | 2.40 |
| " " " 400 at .65 | | 2.60 |
| | | $6.50 |

**One Thousand Billheads** in Purple ink, 600 of size 6, and 400 of size 4, on 18 lb Good paper.

| | |
|---|---|
| Paper: 600 of size 6, at .20 | $1.20 |
| 400 of size 4, at .30 | 1.20 |
| Ruling: (see page 83) 1000 at .10 | 1.00 |
| Composition: (see page 83) | 1.25 |
| Presswork: (see page 83) 1000 at | 4.00 |
| | $8.65 |
| If card in corner is wanted, add | 1.00 |

If Perfect paper is wanted, add 25 per cent. (60 cents) to item of paper.

# MONTHLY STATEMENTS.

**Flat Letter,** 10×16 inches, and **Flat Cap,** 14×17 inches, are the most serviceable shapes of paper for this class of work.

| Usual Sizes. | | Unusual Sizes. | |
|---|---|---|---|
| No. | Inches. | No. | Inches. |
| 1. Quarter Sheet Letter | 5 ×8 | 4. Eighth Sheet Folio | 5½×8½ |
| 2. Sixth Sheet Letter | 5 ×5⅓ | 5. Eighth Sheet Cap | 4¼×7 |
| 3. Sixth Sheet Cap | 4⅔×8½ | 6. Eighth Sheet Letter | 5 ×4 |

## VALUE OF PAPER.

| Sizes and Qualities. | Flat Letter. | | | Flat Cap. | | |
|---|---|---|---|---|---|---|
| | 6 pounds. | 9 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. |
| ONE REAM OF 480 SHEETS. | | | | | | |
| Perfect paper at 35c. | $2.10 | $3.15 | $4.20 | $4.90 | $5.60 | $6.30 |
| Good or M paper at 30c. | 1.80 | 2.70 | 3.60 | 4.20 | 4.80 | 5.40 |
| Common or N paper at 25c. | .. | 2.25 | 3.00 | 3.50 | 4.00 | 4.50 |
| ONE HUNDRED, P PAPER. | | | | | | |
| Four Statements to a Sheet | .12 | .18 | .24 | .27 | .30 | .34 |
| Six Statements to a Sheet | .8 | .12 | .16 | .18 | .20 | .23 |
| Eight Statements to a Sheet | .6 | .9 | .12 | .14 | .15 | .17 |

| COMPOSITION. | PRESSWORK. |
|---|---|
| One Statement, plain style. . $ | One Hundred in black ink . . . $ |
| Every added Statement . . . . . | Every added Hundred . . . . . |
| Curves and Flourishes, extra. | One Thousand impressions . . . |
| Form of Three Statements . . . | Colored inks, one-half more. If used |
| Note at foot of State't, extra. | in excess, add value of extra color. |

## RULING MONTHLY STATEMENTS.

Ordinary pattern, not more than three heads to the sheet.

| Size of Paper. | 100. any size. | 1000. any size. | Every added 1000. | Half Ream. | One Ream. | Every added Ream. |
|---|---|---|---|---|---|---|
| Flat Letter . . . . . | $ | $ | $ | $ | $ | $ |
| Flat Cap. . . . . | | | | | | |
| Folio Post . . . . . | | | | | | |

## COMPOSITION, PRESSWORK, AND RULING.

By the Thousand....Composition of one rated at $ of two, $ of three, $
To find the full price for both paper and work, add the value of paper. See page 89.

| Color of Ink. | First 100. | Every added 100. | 1000. | Every added 1000. | 3000. per 1000. 2 or 3 set. |
|---|---|---|---|---|---|
| Black. . . . . | $ | $ | $ | $ | $ |
| Blue or Red. . . . . | | | | | |
| Black and Red, incl. ex. comp. | | | | | |

## COMPOSITION, PRESSWORK, AND RULING.

By the Ream. . Composition of first Statement rated at $ Every added one,
To find the full price for both paper and work, add the value of paper. See page 89.

| Color of Ink. | Flat Letter. | | | Flat Cap. | | |
|---|---|---|---|---|---|---|
| | Half Ream. 500 or less impress. 2 set. | One Ream. 1250 or less impress. 2 set. | Every added Ream. averaging 1000 impr. 2 set. | Half Ream. 750 or less impress. 3 set. | One Ream. 1500 or less impress. 3 set. | Every added Ream. averaging 1000 impr. 3 set. |
| Black Ink. . . . . | $ | $ | $ | $ | $ | $ |
| Blue or Red. . . . . | | | | | | |
| Black and Red. . . . . | | | | | | |

For the unusual requisition of extra thick and fine papers, make up price from Paper Table. For Tinted paper, add twenty per cent. to the price of Perfect.
For trivial orders of less than 500, 25 per cent. may be added to these prices.

| COMPOSITION. | | PRESSWORK. | |
|---|---|---|---|
| One Statement, plain style... | $1.00 | One Hundred in black ink... | $ .50 |
| Every added Statement..... | .50 | Every added Hundred..... | .20 |
| Curves and Flourishes, extra. | | One Thousand impressions... | 2.00 |
| Form of Three Statements... | 2.00 | Colored inks, one-half more. If used | |
| Note at foot of State't, extra. | .75 | in excess, add value of extra color. | |

## RULING MONTHLY STATEMENTS.

Ordinary pattern, not more than three heads to the sheet.

| Size of Paper. | 100. any size. | 1000. any size. | Every added 1000. | Half Ream. | One Ream. | Every added Ream. |
|---|---|---|---|---|---|---|
| Flat Letter..... | $ .50 | $1.00 | $ .50 | $1.00 | $1.25 | $1.00 |
| Flat Cap..... | .50 | 1.00 | .50 | 1.00 | 1.50 | 1.25 |
| Folio Post..... | .50 | 1.00 | .50 | 1.50 | 2.25 | 2.00 |

Unit Lines, Triple Head Lines, more than three Head Lines to the sheet, or very thin paper, extra price.

## COMPOSITION, PRESSWORK, AND RULING.

By the Thousand....Composition of one rated at $1.00; of two, $1.50; of three, $2.00.
To find the full price for both paper and work, add the value of paper. See page 89.

| Color of Ink. | First 100. | Every added 100. | 1000. | Every added 1000. | 3000. per 1000. 2 or 3 set. |
|---|---|---|---|---|---|
| Black..... | $2.00 | $ .30 | $4.00 | $2.25 | $2.00 |
| Blue or Red..... | 2.25 | .40 | 5.00 | 2.75 | 2.50 |
| Black and Red, incl. ex. comp. | 3.00 | .55 | 7.00 | 4.00 | 3.50 |

## COMPOSITION, PRESSWORK, AND RULING.

By the Ream. Composition of first Statement rated at $1.00. Every added one, 50c.
To find the full price for both paper and work, add the value of paper. See page 89.

| Color of Ink. | Flat Letter. | | | Flat Cap. | | |
|---|---|---|---|---|---|---|
| | Half Ream. 500 or less Impress. 2 set. | One Ream. 1250 or less Impress. 2 set. | Every added Ream. averaging 1000 Impr. 2 set. | Half Ream. 750 or less Impress. 3 set. | One Ream. 1500 or less Impress. 3 set. | Every added Ream. averaging 1000 Impr. 3 set. |
| Black Ink..... | $4.00 | $5.25 | $3.00 | $5.00 | $6.50 | $3.25 |
| Blue or Red..... | 4.50 | 6.00 | 4.00 | 6.00 | 7.50 | 4.00 |
| Black and Red..... | 6.00 | 8.75 | 5.50 | 8.00 | 11.00 | 6.00 |

## VALUE OF PAPER.

| Paper. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | Bill of Exch'ge Paper. |
|---|---|---|---|---|---|---|
| One Ream, 480 shts. | $ | $ | $ | $ | $ | $ |
| 1000 Six to sheet... | | | | | | |
| 1000 Four to sheet.. | | | | | | |

## COMPOSITION.

One Bill of Lading, ordinary form, six to sheet, in Roman type.

Plain, little dotted rule.....$
Feint-lined through't with rule
Special Liability Clause, extra

Alterations of name and place $
If in Script type, extra, each..
Four to Folio Post, extra....

## ELECTROTYPING AND BLOCKING.

One Bill of Lading, not larger than 5×9½ inches, plain..... $
Same size with four mortises.....
One set of three electrotypes, with plain composition, mortised.....

## COMPOSITION AND PRESSWORK.

Ordinary Form, six to Folio Post, in Roman, with few dotted rules, no liability clause. To find the full price for both paper and work, add the value of paper. See above.

| Style of Type. Color of Ink. | 100. cut singly. 1 set. | Every added 100. cut up. 1 set. | 1000. cut up. | Every added 1000. 1 set. | Half Ream. 3 on page. 1 set. | One Ream. 3 set. | Every added Ream. 3 set. |
|---|---|---|---|---|---|---|---|
| ROMAN TYPE. | | | | | | | |
| Black Ink..... | $ | $ | $ | $ | $ | $ | $ |
| Red Ink..... | | | | | | | |
| SCRIPT TYPE. | | | | | | | |
| Black Ink..... | | | | | | | |
| Red Ink..... | | | | | | | |

# BILLS OF LADING.

**Folio Post,** 17×22 inches, is the paper best adapted for most Bills of Lading, on which size they are usually printed six to the sheet. Four to the sheet is unusual. Sizes smaller than six to Folio are not ordered by merchants. For these and other varieties see a subsequent page.

## VALUE OF PAPER.

For 10 and 12 lb weights, French or Belgian paper must be used.

| Paper. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | Bill of Exch'ge Paper. |
|---|---|---|---|---|---|---|
| One Ream, 480 shts. | $3.30 | $4.00 | $4.62 | $5.28 | $6.00 | $10.50 |
| 1000 Six to sheet ... | 1.20 | 1.46 | 1.66 | 1.94 | 2.20 | 3.85 |
| 1000 Four to sheet.. | 1.80 | 2.20 | 2.50 | 2.90 | 3.30 | 5.78 |

## COMPOSITION.

One Bill of Lading, ordinary form, six to sheet, in Roman type.

Plain, little dotted rule.....$2.00
Feint-lined through't with rule 4.00
Special Liability Clause, extra .50
Alterations of name and place $ .50
If in Script type, extra, each.. .50
Four to Folio Post, extra.... 1.00

## ELECTROTYPING AND BLOCKING.

One Bill of Lading, not larger than 5×9½ inches, plain..... $3.00
Same size with four mortises..... 4.00
One set of three electrotypes, with plain composition, mortised..... 14.00

## COMPOSITION AND PRESSWORK.

Ordinary Form, six to Folio Post, in Roman, with few dotted rules, no liability clause. To find the full price for both paper and work, add the value of paper. See above.

| Style of Type. Color of Ink. | 100. cut singly. 1 set. | Every added 100. cut up. 1 set. | 1000. cut up. | Every added 1000. 1 set. | Half Ream. 3 on page. 1 set. | One Ream. 3 set. | Every added Ream. 3 set. |
|---|---|---|---|---|---|---|---|
| ROMAN TYPE. | | | | | | | |
| Black Ink..... | $2.50 | $ .20 | $4.00 | $2.00 | $7.00 | $9.00 | $2.00 |
| Red Ink..... | 2.75 | .30 | 5.00 | 3.00 | 9.30 | 10.50 | 3.00 |
| SCRIPT TYPE. | | | | | | | |
| Black Ink..... | 3.00 | .30 | 5.00 | 3.00 | 7.50 | 10.50 | 3.00 |
| Red Ink..... | 3.25 | .35 | 6.00 | 4.00 | 9.80 | 12.00 | 4.00 |

**If all the blank spaces are feint-lined with Dotted Rules, add $2.00 to prices.**

**When quantities less than Half Ream** are ordered, to be delivered in sheets, three on page, add one-half to above prices. This extra price is needed to cover the cost of extra labor of presswork.

## PRESSWORK FROM TYPE.

| Size of Form. Shape of Paper. | 100 impress. | Every added 100. | 1000 impress. | Every added 1000. | One Ream. | Every added Ream. |
|---|---|---|---|---|---|---|
| One Bill, cut paper. | $ | $ | $2 | $2 | $5 | |
| One Bill, 3 to page. | | | | | | |
| Three Bills, 3 to p.. | | | | | | |

## PRESSWORK FROM TYPE.

| Size of Form. Shape of Paper. | 100 impress. | Every added 100. | 1000 impress. | Every added 1000. | One Ream. | Every added Ream. |
|---|---|---|---|---|---|---|
| One Bill, cut paper. | $ .50 | $ .20 | $2.00 | $2.00 | $5.50 | .. |
| One Bill, 3 to page. | 2.00 | .40 | 4.00 | 2.00 | 9.00 | .. |
| Three Bills, 3 to p.. | 1.00 | .25 | 3.00 | 2.00 | 3.00 | 2.00 |

**Colored inks,** one-half more.

**For Script Type** of unusual delicacy, or for presswork of unexceptionably fine wood cuts, in the best style, extra price may be required.

## PRESSWORK FROM THREE ELECTROTYPES.

Half Ream, 480 impressions. $2.00
One Ream, 960 " . 3.50
Two Reams, per ream..... $3.00
Five Reams, " ..... 2.00

**Making up form,** if in pieces, 50 cents. All additions, alterations, or insertions of names or places, extra. Colored ink, one-half extra.

## ESTIMATES IN DETAIL.

Sixteen-pound paper, Black ink, Roman type, six to sheet.

| Items. | 100. cut singly. | 500. cut singly. | 1000. cut singly. | Five Quires Three to page. | Half Ream. 3 to page. 1 set. | One Ream. cut. 3 set. | Two Reams. cut. |
|---|---|---|---|---|---|---|---|
| Paper..... | $ .20 | $1.00 | $2.00 | $1.32 | $2.64 | $5.28 | $10.56 |
| Composition..... | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 6.00 | 6.00 |
| Presswork..... | .50 | 1.25 | 2.00 | 3.50 | 4.88 | 3.00 | 5.00 |
| Total..... | $2.70 | $4.25 | $6.00 | $6.82 | $9.52 | $14.28 | $21.56 |

**For Colored Inks,** add one-half to the price of presswork only.
**For Script Type,** add 50 cents for composition of each Bill.
**For Superior or Inferior Papers,** alter prices by Paper Table, page 93.
**For size Four to Folio Post,** alter price by Paper Table, page 93.

## LITHOGRAPHED BILLS OF LADING.

In most cases, lithographers have ready an engraved form, for the use of which no special charge is made. For specially engraving name of person and place, the charge should be from $2.00 to $3.00. The charge for Transfer will be $3.25; for printing two or three bills on half Folio, in black ink, $2.75 per 100 impressions. At these rates the prices would be:

**For Five Quires, or 120 Sheets.**

| | |
|---|---|
| Engraving..... | $2.50 |
| Transfer..... | 3.25 |
| Printing 240 at $2.75..... | 6.60 |
| Paper, 18 ℔ ..... | 1.50 |
| | $13.85 |

**For Ten Quires, or 240 Sheets.**

| | |
|---|---|
| Engraving..... | $2.50 |
| Transfer..... | 3.25 |
| Printing 480 at $2.75..... | 13.20 |
| Paper, 18 ℔ ..... | 3.00 |
| | $21.95 |

## VALUE OF PAPER.

| Sizes and Qualities. | Flat Letter. | | | Flat Cap. | | |
|---|---|---|---|---|---|---|
| | 6 pounds. | 9 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. |
| ONE REAM OF 480 SHEETS. | | | | | | |
| Perfect paper.....at | | $ | $ | $ | $ | $ |
| Good or M paper.....at | | | | | | |
| Common or N paper.....at | | | | | | |
| ONE THOUSAND, M PAPER. | | | | | | |
| Six Billheads to a Sheet..... | | | | | | |
| Eight Billheads to a Sheet..... | | | | | | |
| Twelve Billheads to a Sheet .... | | | | | | |

# MEMORANDUM BILLHEADS.

BILLHEADS for NEWSPAPERS, BILLHEADS and RECEIPTS for SOCIETIES, FREIGHT BILLHEADS for STEAMERS or TRANSPORTATION COMPANIES, may be taken at the prices of the following tables.

**Flat Cap,** 14×17 inches, and **Flat Letter,** 10×16 inches, are the papers most used. **Folio Post,** 17×22, may be used to advantage at times.

| Usual Sizes. | | Unusual Sizes. | |
|---|---|---|---|
| No. | Inches. | No. | Inches. |
| 1. Eight to Flat Cap. | 3½×8½ | 3. Eight to Flat Letter | 2½×8 |
| 2. Six to Flat Letter | 3⅓×8 | 4. Twelve to Flat Cap | 2¾×7 |

## VALUE OF PAPER.

| Sizes and Qualities. | Flat Letter. | | | Flat Cap. | | |
|---|---|---|---|---|---|---|
| | 6 pounds. | 9 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. |
| ONE REAM OF 480 SHEETS. | | | | | | |
| Perfect paper.....at 35c. | .. | $3.15 | $4.20 | $4.90 | $5.60 | $6.30 |
| Good or M paper.....at 30c. | 1.80 | 2.70 | 3.60 | 4.20 | 4.80 | 5.40 |
| Common or N paper.....at 25c. | .. | 2.25 | 3.00 | 3.50 | 4.00 | 4.50 |
| ONE THOUSAND, M PAPER. | | | | | | |
| Six Billheads to a Sheet..... | .66 | 1.01 | 1.31 | 1.55 | 1.75 | 2.00 |
| Eight Billheads to a Sheet..... | .50 | .75 | 1.00 | 1.17 | 1.30 | 1.50 |
| Twelve Billheads to a Sheet .... | .33 | .50 | .66 | .78 | .87 | 1.00 |

As six pounds is an unknown weight for American Letter, it will be necessary, in cases where extremely thin papers are wanted, to use 11 or 12 lb French Folio Post.

## COMPOSITION OF ONE BILLHEAD.

| | | | |
|---|---|---|---|
| Ordinary form, enclosed rules. | $1.50 | With much dotted rule..... | $2.50 |
| With card end-piece.... .... | 2.00 | Without enclosed rules ..... | 1.00 |

For less than 1500 copies, set up 1 Billhead; for 2000 copies and over, set up 2; for 10,000 copies, set up 4; for 25,000 copies, make 8 electrotype plates. The economy of this extra composition may be seen in the following table.

| For Two Thousand Copies. ONE SET. | | For Two Thousand Copies. TWO SET. | |
|---|---|---|---|
| Composition of One ... ..... | 1.50 | Composition of Two, at 1.50..... | 3.00 |
| Presswork, 2000 impressions..... | 4.00 | Presswork, 1000 impressions..... | 2.00 |
| | $5.50 | | $5.00 |

**Electrotyping and Blocking** One Plate of size 1, $2.25; of size 2, $2.00; size 3, $1.75; size 4, $1.50.

## PRESSWORK BY THE 1000.

| Color of Ink. | 100 Bills. 1 set. | Every added 100. | 1000. | 2000 per 1000. 2 set. | 5000 per 1000. 2 set. | 10000 or 2 reams. per 1000. 4 set. | 20000 or 3 reams. per 1000. 4 set. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red... | | | | | | | |
| Fine Red..... | | | | | | | |
| Two Colors... | | | | | | | |

## PRESSWORK BY THE REAM.

| Color of Ink. | Half Ream. 2 set. 960 impr. | One Ream. 2 set. 1920 impr. | Five Reams. 4 set. 960 impr. per ream. | Ten Reams. 4 set. 960 impr. per ream. | Twenty Reams. 8 plates. 480 impr. per ream. |
|---|---|---|---|---|---|
| Black ..... | $ | $ | $ | $ | $ |
| Blue or Red..... | | | | | |
| Fine Red..... | | | | | |
| Two Colors..... | | | | | |
| Composition, ordinary form.. | | | | | |

**Cutting up and Packing** of work neatly in packages of 1000, cents per 1000.
**Alterations of Names, etc.,** cents for each alteration.

## PRESSWORK BY THE 1000.

| Color of Ink. | 100 Bills. 1 set. | Every added 100. | 1000. | 2000 per 1000. 2 set. | 5000 per 1000. 2 set. | 10000 or 2 reams. per 1000. 4 set. | 20000 or 3 reams. per 1000. 4 set. |
|---|---|---|---|---|---|---|---|
| Black..... | $ .50 | $ .20 | $2.00 | $1.00 | $ .80 | $ .60 | $ .50 |
| Blue or Red... | .75 | .30 | 3.00 | 1.50 | 1.20 | .90 | .75 |
| Fine Red..... | 1.00 | .40 | 4.00 | 2.00 | 1.60 | 1.20 | 1.00 |
| Two Colors... | 1.50 | .50 | 5.00 | 2.50 | 2.00 | 1.50 | 1.25 |

**Printing on both sides:** When printed on both sides in the same color, add the extra value of the extra composition, which is too variable to be priced specifically.

**If a different color is wanted** for the back, make a special extra price therefor by the above table.

**Superior Black Ink Work** at the price of Blue.

**Price for Two Colors,** includes the making up of color form, of not more than two lines for red: if three or more lines are picked out for red, or nice justification or register is required, add for the extra color from 50 cents to $1.00 for each bill.

## PRESSWORK BY THE REAM.

| Color of Ink. | Half Ream. 2 set. 960 impr. | One Ream. 2 set. 1920 impr. | Five Reams. 4 set. 960 impr. per ream. | Ten Reams. 4 set. 960 impr. per ream. | Twenty Reams. 8 plates. 480 impr. per ream. |
|---|---|---|---|---|---|
| Black ..... | $2.00 | $4.00 | $2.00 | $2.00 | $1.00 |
| Blue or Red..... | 3.00 | 6.00 | 3.00 | 2.50 | 1.50 |
| Fine Red..... | 4.00 | 8.00 | 4.00 | 3.50 | 2.50 |
| Two Colors..... | 5.00 | 10.00 | 5.00 | 4.50 | 3.00 |
| Composition, ordinary form.. | 3.00 | 3.00 | 6.00 | 6.00 | 15.00 |

**Cutting up and Packing** of work neatly in packages of 1000, 10 cents per 1000.
**Alterations of Names, etc.,** 50 cents for each alteration.

## ESTIMATES IN DETAIL.

Ordinary form, with enclosed rules, on 14 lb M Flat Cap, in Black ink.

| Items. | 100. | 500. | 1000. | 3000. | 5000. | 10000. |
|---|---|---|---|---|---|---|
| Paper..... | $ .16 | $ .78 | $1.55 | $4.65 | $7.75 | $15.50 |
| Composition..... | 1.50 | 1.50 | 1.50 | 3.00 | 3.00 | 6.00 |
| Presswork..... | .50 | 1.25 | 2.00 | 3.00 | 4.00 | 6.00 |
| Total..... | $2.16 | $3.53 | $5.05 | $10.65 | $14.75 | $27.50 |
| Per Thousand ..... | .. | .. | .. | $3.55 | $2.95 | $2.75 |
| Blue Ink, per 1000. | $2.41 | $4.15 | $6.05 | $4.05 | $3.35 | $3.05 |
| Fine Red, " | 2.66 | 4.78 | 7.05 | 4.55 | 3.75 | 3.35 |
| Two Colors, " | 3.16 | 6.03 | 8.05 | 5.05 | 4.15 | 3.65 |

## VALUE OF PAPER.

| Qualities. | 3 pounds. | 4 pounds. | 5 pounds. | 6 pounds. | 7 pounds. |
|---|---|---|---|---|---|
| BY THE REAM. | | | | | |
| English, Fine quality..... | | $ | $ | $ | $ |
| French, Good..... | | | | | |
| French, Common..... | | | | | |
| American, Perfect paper . . . | | | | | |
| American, Good paper . . . . . | | | | | |
| American, Common paper . . | | | | | |
| Antique Note, or Bond ..... | | | | | |
| ONE HUNDRED FULL SHEETS | | | | | |
| American Perfect paper .... | | | | | |

## COMPOSITION.

One plain Heading, of not more than four straight lines..... $
One ornamented Heading, with curved lines..... $ @
One plain Heading, with card in corner..... @

# NOTE HEADINGS.

**Commercial Note,** 8×10 inches, is the shape most preferred.

**Packet Note,** 9×11¼ inches, is not an uncommon size.

FLAT LETTER, FOLIO POST, or DEMY, may be used with economy for double or quadruple forms of large orders of Commercial Note.

EXTRA SIZE FOLIO POST, or WRITING MEDIUM, may be used for similar forms and orders of Packet Note.

## VALUE OF PAPER.

| Qualities. | 3 pounds. | 4 pounds. | 5 pounds. | 6 pounds. | 7 pounds. |
|---|---|---|---|---|---|
| BY THE REAM. | | | | | |
| English, Fine quality | | $3.20 | $4.00 | $5.00 | $6.00 |
| French, Good | $2.00 | 2.75 | 3.25 | 4.00 | |
| French, Common | 1.25 | 1.75 | .. | .. | .. |
| American, Perfect paper | .. | 2.00 | 2.50 | 3.00 | 3.50 |
| American, Good paper | .. | 1.60 | 2.00 | 2.40 | 2.80 |
| American, Common paper | 1.00 | 1.25 | 1.50 | .. | .. |
| Antique Note, or Bond | | 5.00 | 6.00 | | |
| ONE HUNDRED FULL SHEETS | | | | | |
| American Perfect paper | .. | .44 | .55 | .66 | .77 |

## COMPOSITION.

One plain Heading, of not more than four straight lines ..... $ .75

One ornamented Heading, with curved lines ..... $1.00@1.25

One plain Heading, with card in corner ..... 1.00@1.50

The prices of ornamented Headings are speculative; some may be worth twice the above rates.

**Brass or French Flourishes,** if used in excess, at extra price.

**For an order of One Ream** or less, on half or whole sheets, set up One Heading; for **Two or Three Reams,** on half sheets, set up Two Headings; for **Ten Reams** or more, on half sheets, set up Four Headings, and print on large Flat Letter, or on Folio Post cut down to proper size.

When it is necessary to set up two or more Headings to save presswork, every added Heading should be at the same price as the first.

If, for want of sorts, it is not practicable to do this, the Heading may be duplicated by electrotyping, at a cost varying from 75 cents to $1.25 each, according to size.

## FEINT LINING TO ORDER.

One Ream or less, of any width feint lines ..... $ .50

Five Reams Note, on Flat Letter, per ream ..... .40

If on cold-pressed, bond, or extra thin paper, add one-half to above prices.

**Ruling should always precede printing,** and, in good work, should always be done to order, as the ruling of most folded paper cannot be depended on for accuracy.

## PRESSWORK IN BLACK INK.

One Hundred impressions....$
Every added Hundred.....
Colored inks, one-half extra.

| One Heading set. | Whole sheets. | Half sheets. |
|---|---|---|
| One Ream.....$ | | $ |
| Every added Ream.. | | |

When in quantities (2 or 4 set) on Flat Letter, at the rate of $ per ream of Note.

## PRESSWORK WITH COMPOSITION.

Composition rated at cents each. If it is worth more, add the excess to the price. To find the full price for both paper and work, add the value of paper. See page 101.

| Color of Ink. | 100 Heads. 1 set. | Every added 100. | One Ream. Whole sheets. or 480 imp. | One Ream, Half sheets. or 960 im. | Two Reams, or 960 im. 2 set. per ream. | Five Reams, or 2400 im. 2 set. per ream. |
|---|---|---|---|---|---|---|
| Black..... | $1 | $ | $ | $ | $ | $ |
| Red or Blue..... | | | | | | |
| Two Colors, plain.. | | | | | | |

## PRESSWORK IN BLACK INK.

One Hnndred impressions....$ .50
Every added Hundred... 20 @ .25
Colored inks, one-half extra.

| One Heading set. | Whole sheets. | Half sheets. |
|---|---|---|
| One Ream..... | $1.25 | $2.00 |
| Every added Ream.. | 1.25 | 2.00 |

When in quantities (2 or 4 set) on Flat Letter, at the rate of $1.00 per ream of Note.

## PRESSWORK WITH COMPOSITION.

Composition rated at 75 cents each. If it is worth more, add the excess to the price. To find the full price for both paper and work, add the value of paper. See page 101.

| Color of Ink. | 100 Heads. 1 set. | Every added 100. | One Ream. Whole sheets. or 480 imp. | One Ream, Half sheets. or 960 im. | Two Reams, or 960 im. 2 set. per ream. | Five Reams, or 2400 im. 2 set. per ream. |
|---|---|---|---|---|---|---|
| Black ..... | $1.25 | $ .25 | $2.00 | $2.75 | $1.75 | $1.50 |
| Red or Blue..... | 1.75 | .35 | 2.75 | 3.75 | 2.50 | 1.80 |
| Two Colors, plain.. | 2.50 | .50 | 4.00 | 5.50 | 3.50 | 3.00 |

The prices given in this table for one ream of whole sheets, may be used for a half ream of half sheets.

The price for one ream of whole sheets is the prevailing price, but it is not enough for Folded Note. The labor spent in unfolding, refolding, and repacking of a ream of whole sheets, is equivalent to that of the 500 extra impressions on the half-sheet. Where it can be done, no distinction should be made between half and whole sheets.

When it is impracticable, as in the case of a wood cut, to set up two Note Headings to economize presswork, $2.00 per ream should be charged for presswork of every additional ream after the first.

**Superior Black Ink Presswork** should be at the price of Red or Blue. If Carmine or Purple is used, in any quantity, the price should be increased to pay for extra color.

**Elaborate Note Headings**, with two or more colors on an engraved tint-ground, or with large initials in two colors, with large or fine wood cuts, or with an excess of composition in small type in cards or panels, are too variable in amount of labor to be priced with exactness. They should be rated by time, both for composition and presswork, on small machine press, at not less than 75 cents per hour; if of such nature as to require the services of extra-priced workmen, $1.00 per hour.

## ESTIMATES IN DETAIL.

On Five-pound Perfect Note, ruled to order, ordinary composition.

| Items. | 100 Half sheets. | 500 Half sheets. | One Ream. Whole sheets. | One Ream. Half sheets. | Two Reams. | Five Reams. on Flat Letter |
|---|---|---|---|---|---|---|
| Paper ..... | $ .28 | $1.40 | $2.50 | $2.50 | $5.00 | $12.50 |
| Special feint-lining.. | .50 | .50 | .50 | .50 | 1.00 | 2.00 |
| Composition..... | .75 | .75 | .75 | .75 | 1.50 | 3.00 |
| Presswork in Black. | .50 | 1.25 | 1.25 | 2.00 | 2.00 | 5.00 |
| Total..... | $2.03 | $3.90 | $5.00 | $5.75 | $9.50 | $22.50 |
| For Blue ink add... | .25 | .60 | .60 | 1.00 | 1.00 | 2.50 |
| For extra comp. add. | .50 | .50 | .50 | .50 | 1.00 | 2.00 |

## LITHOGRAPHED NOTE HEADINGS.

| | |
|---|---|
| ENGRAVING of simplest possible form, in script | $3.50 |
| " a good ordinary form | 8.00 |
| " an elaborate form | 15.00@25.00 |
| TRANSFERRING (for size of note sheet only) | 2.75 |
| PRINTING: Black ink, one Head to sheet, per 100 | .66 |
| " " two Heads " " | 1.00 |
| " Carmine ink, one-fourth more. | |

## ESTIMATES IN DETAIL.

**One Ream** Lithographed Note Headings, ordinary form, 6 lb paper, half sheets.

| | |
|---|---|
| Paper: 6 lb Perfect paper, at 50c. | $3.00 |
| Engraving a good ordinary form. | 8.00 |
| Transferring | 2.75 |
| Printing: 480 impress. at $1.00. | 4.80 |
| Special Ruling of feint lines | .50 |
| | $19.05 |

**An additional Ream,** on same order, would be at same rates, less the value of transfer ($2.75) and engraving ($8.00), making the price ..... $8.30

**A second order,** done at another time, would be at previous price, adding transfer, or ..... $11.05

**Half Ream** Lithographed Note Heads, simplest form, 5 lb M paper, whole shts.

| | |
|---|---|
| Paper: 5 lb M paper, at 40c. | $1.00 |
| Engraving: 3 lines only, script | 3.50 |
| Transferring | 2.75 |
| Printing: 240 impressions at 66c. | 1.58 |
| Special Ruling of feint lines | .50 |
| | $9.33 |

**An additional Half Ream** on same order, would double the expense of paper ($2.00), and printing ($3.16), making the cost of One Ream .. $11.91

**A second order** of Half Ream, printed at another time, would be at same rate, less engraving, or ..... $5.83

# LETTER HEADINGS.

**Letter,** 10×16 inches, is the favorite size. When it can be had of proper quality, Flat Letter is the most convenient form for ruling or printing.

**Commercial Letter,** 10½×16¾, or 10¾×17 inches, is sometimes required—a size that may be cut to advantage out of Folio Post.

## COMPOSITION, RULING, AND PRESSWORK.

The printing of Letter Headings may be rated at the same prices as those given on pages 101 and 103, for Note Headings.

The size of form is larger, but the work is not, as a rule, any greater for ordinary forms in black ink.

**For Letter Headings in Colored Inks,** there should be a leaning to higher rates of Presswork, as the extra amount of color may be sufficient to justify a higher price. The same remark will apply to the Composition of ornamented Letter Headings. For ordinary commercial work, it is now the common usage to print both Note and Letter Headings at the same rate.

**Two Dollars per Thousand impressions** should be the lowest rate for the presswork in good style of any edition of Note and Letter Headings.

**An Engraved Heading,** on wood, in flourished and ray-shaded Old English, will cost from $20.00 to $30.00, according to amount of lettering and style of work. Electrotypes from such engraving are worth from 75 cents to $1.50 each. When well engraved and printed, a decent counterfeit of lithography is quite possible. The

## VALUE OF PAPER.

| Sizes and Qualities. | 6 pounds. | 7 pounds. | 8 pounds. | 9 pounds. | 10 pouuds. | 12 pounds. |
|---|---|---|---|---|---|---|
| ONE REAM. | | | | | | |
| English, Fine..... | | $ | $ | $ | $ | $ |
| French, Good..... | | | | | | |
| " Common.. | | | | | | |
| American, Perfect.. | | | | | | |
| " Good.... | | | | | | |
| " Common. | | | | | | |
| 100 FULL SHEETS. | | | | | | |
| American, Good... | | | | | | |

presswork from such an engraving may be done at the rates previously given for type-work; but to bring out the delicacy of the hair-lines, and give proper strength to the body-marks, it will be necessary to spend much time in overlaying and making ready, and to use the best grade of black ink. For such labor, charge double price of black, or $4.00 per thousand, on the longest orders. For short orders, add to the regular price of black presswork the value of extra making ready.

**Panelled Letter Headings**, containing a large amount of fine, displayed type, or compact pearl type, in a plain or eccentric border, at the head or side of the page, should be done at special rates, for both composition and presswork. Composition should be rated by time, at 75 cents per hour, at which rate it may be worth from $4.00 to $10.00. If more than one thousand impressions are wanted, it should be electrotyped, the cost of which should be added. If electrotyped, the presswork may be done at the rate of $3.00 per thousand impressions in black; if printed from the type, at $4.00 per thousand impressions.

**Wood Cuts**, carefully made ready and printed, should be at the rate of $4.00 per thousand impressions, on large orders. For orders of one ream, double the price of ordinary black, and add the value of time spent in making ready. For duplicated forms, or for wood cuts of unusual size, these prices are insufficient.

## VALUE OF PAPER.

| Sizes and Qualities. | 6 pounds. | 7 pounds. | 8 pounds. | 9 pounds. | 10 pounds. | 12 pounds. |
|---|---|---|---|---|---|---|
| ONE REAM. | | | | | | |
| English, Fine | Bank, 7.50 | $5.60 | $6.40 | $6.75 | $7.50 | $9.00 |
| French, Good | 3.75 | 4.20 | 4.80 | 5.40 | 6.00 | 7.20 |
| " Common | 3.00 | 3.50 | 4.00 | — | .. | .. |
| American, Perfect | Bond, 7.50 | .. | 4.00 | 4.50 | 5.00 | 6.00 |
| " Good | .. | 2.80 | 3.20 | 3.60 | 4.00 | 4.80 |
| " Common | .. | 2.10 | 2.40 | 2.70 | .. | .. |
| 100 FULL SHEETS. | | | | | | |
| American, Good | .53 | .63 | .70 | .80 | .90 | 1.10 |

## ESTIMATES IN DETAIL.

On Eight-pound Perfect Letter, ruled to order, ordinary composition.

| Items. | 100. Half sheets. | 500. Half sheets. | One Ream. Half sheets. | Two Reams. Half sheets. | Five Reams. Half sheets. | Ten Reams. Half sheets. |
|---|---|---|---|---|---|---|
| Paper: 8 lb perfect. | $ .45 | $2.20 | $4.00 | $8.00 | $20.00 | $40.00 |
| Special Feint-lining | .50 | .50 | .50 | 1.00 | 2.00 | 4.00 |
| Composition | .75 | .75 | .75 | 1.50 | 1.50 | 3.00 |
| Presswork, Black | .50 | 1.20 | 2.00 | 2.00 | 5.00 | 5.00 |
| Total | $2.20 | $4.65 | $7.25 | $12.50 | $28.50 | $52.00 |
| Per Ream | .. | .. | $7.25 | $6.25 | $5.70 | $5.20 |
| Extra compos. add. | .50 | .50 | .50 | 1.00 | 1.00 | 2.00 |
| Plain Blue ink, add. | .25 | .60 | 1.00 | 1.00 | 2.50 | 2.50 |

## LITHOGRAPHED LETTER HEADINGS.

ENGRAVING of simplest possible form, script..... $4.00
" an ordinary form..... 10.00
" an elaborate and ornamented form..... $20.00@30.00
TRANSFERRING, (size of letter paper only)..... 2.75
PRINTING, Black ink, one Head to sheet, per 100 sheets..... .85
" " " two Heads " " " ..... 1.20
" Blue ink, at an advance of 15 per cent. on the price of printing.
" Carmine ink or Purple, at an advance of 25 per cent.

## ESTIMATES IN DETAIL.

| Items. | Half Ream. Whole sheets. | One Ream. Whole sheets. | One Ream. Half sheets. | Two Reams. Half sheets. | Five Reams. Half sheets. |
|---|---|---|---|---|---|
| Engraving ordinary form.. | $10.00 | $10.00 | $10.00 | $10.00 | $10.00 |
| Transferring..... | 2.75 | 2.75 | 2.75 | 2.75 | 2.75 |
| Printing, Black ink..... | 2.04 | 4.08 | 5.76 | 11.52 | 28.80 |
| Special Ruling..... | .50 | .50 | .50 | 1.00 | 2.00 |
| Paper, 10 ℔ at 40c..... | 2.00 | 4.00 | 4.00 | 8.00 | 20.00 |
| Total..... | $17.29 | $21.33 | $23.01 | $33.27 | $63.55 |
| Second order from same form. | $7.29 | $11.33 | $13.01 | $23.27 | $53.55 |

# ENVELOPES.

The usual sizes of Business Envelopes are:

| | | | | | |
|---|---|---|---|---|---|
| No. 5. | Suitable for ordinary size | Commercial Note..... | Folded as long | 6° |
| 6. | " " | Packet Note..... | " " | 6° |
| 8½ | " " | Foolscap..... | " " | 8° |
| 9. | " " | Flat Cap..... | " " | 8° |
| 12. | " " " | Demy..... | " " | 8° |

No. 5 is the most common size. No. 6 is much used. Nos. 8½, 9 and 12 are usually known as Document Envelopes, and are in comparatively small request. Smaller and intermediate sizes are seldom required as business envelopes and need not be priced.

**The Qualities, Thickness, and Colors** of papers used for Envelopes are too numerous to be priced with exactness. To printers there is no recognized standard of weight or quality of paper by which the prices of Envelopes could be tested or calculated. The different methods of cutting—low or high cut—increase the difficulty of such attempt. The prices given on annexed page are for Government Pattern, and may be used as a fair approximation to the prices of all Envelopes makers at this date.

## PRICES OF ENVELOPES PER 1000.

GOVERNMENT PATTERN.

| Qualities. | No. 5. | No. 6. | No. 8½ | No. 9. | No. 12. |
|---|---|---|---|---|---|
| Brown, thin and cheap..... | $ | $ | $ | $ | $ |
| Brown, thick and good ..... | | | | | |
| Brown, double extra thick .. | | | | | |
| Amber, thick..... | | | | | |
| Amber, ex. thick, ex. super .. | | | | | |
| Amber, dbl. ex. thick, ex. sup. | | | | | |
| White, extra thick, fine..... | | | | | |
| White, thick super ..... | | | | | |
| White, ex. thick, ex. super .. | | | | | |
| White, dbl. ex. thick, ex. sup. | | | | | |

### Folded Envelopes.

| Color of Ink. | 100. | Every added 100. | 1000. | Every added 1000. | 5000. per 1000. | 20000 per 1000. | 50000 per 1000. |
|---|---|---|---|---|---|---|---|
| Nos. 5 AND 6 | | | | | | | |
| Black, Common..... | $.35 | $.10 | $ | $ | $ | $ | $ |
| Colored or Fine Black... | | | | | | | |
| Two Colors..... | | | | | | | |
| Nos. 8 AND 12. | | | | | | | |
| Black, Common..... | | | | | | | |
| Colored or Fine Black... | | | | | | | |
| Two Colors..... | | | | | | | |

## PRICES OF ENVELOPES PER 1000.

GOVERNMENT PATTERN.

| Qualities. | No. 5. | No. 6. | No. 8½ | No. 9. | No. 12. |
|---|---|---|---|---|---|
| Brown, thin and cheap..... | $1.75 | $2.00 | $3.50 | $3.75 | $5.75 |
| Brown, thick and good ..... | 2.30 | 2.70 | 4.60 | 4.90 | 7.90 |
| Brown, double extra thick .. | 2.70 | 3.25 | 5.60 | 6.00 | 9.60 |
| Amber, thick..... | 2.90 | 3.40 | 5.80 | 6.20 | 10.00 |
| Amber, ex. thick, ex. super.. | 3.10 | 3.70 | 6.50 | 7.00 | 11.20 |
| Amber, dbl. ex. thick, ex. sup. | 3.90 | 4.60 | 7.50 | 8.00 | 13.00 |
| White, extra thick, fine..... | 2.70 | 3.25 | 5.60 | 6.00 | 9.60 |
| White, thick super ..... | 3.10 | 3.70 | 6.30 | 6.80 | 11.20 |
| White, ex. thick, ex. super.. | 3.90 | 4.60 | 7.50 | 8.00 | 13.00 |
| White, dbl. ex. thick, ex. sup. | 4.40 | 5.20 | 8.60 | 9.20 | 15.00 |

## COMPOSITION.

A single line at the head of an Envelope, or three or four lines, without border, in the corner, are too trivial for special charge, and in the following tables are included in the price of presswork. A specially-cut rule border, with or without corners, or a flower border, should be rated at 50 cents additional; a combination border, or a circle or an oval, at 75 cents or $1.00; a shield, or irregular mortised border of any kind, at $1.00.

## PRESSWORK OF ENVELOPES.

Including composition of single line at the head, or of plain card in corner. For circles, ovals, shields, etc., add the extra value of composition, as specified above.

**Folded Envelopes** are often taken at lower prices, but it is believed that these prices are as low as good work and the unavoidable damage to type will allow.

To find the full price for both envelopes and work, add value of envelopes. See above.

### Folded Envelopes.

| Color of Ink. | 100. | Every added 100. | 1000. | Every added 1000. | 5000. per 1000. | 20000 per 1000. | 50000 per 1000. |
|---|---|---|---|---|---|---|---|
| Nos. 5 and 6. | | | | | | | |
| Black, Common..... | $ .75 | $ .15 | $2.00 | $1.00 | $ .90 | $ .80 | $ .75 |
| Colored or Fine Black... | 1.00 | .20 | 2.50 | 1.50 | 1.20 | 1.00 | .90 |
| Two Colors..... | 1.50 | .30 | 4.00 | 2.50 | 2.90 | 1.75 | 1.50 |
| Nos. 8 and 12. | | | | | | | |
| Black, Common..... | 1.00 | .20 | 2.50 | 1.50 | 1.25 | 1.00 | .90 |
| Colored or Fine Black... | 1.25 | .30 | 3.00 | 2.00 | 1.50 | 1.25 | 1.00 |
| Two Colors..... | 2.00 | .40 | 5.00 | 3.00 | 2.50 | 2.00 | 2.00 |

## Flat Envelopes.

| Color of Ink. | 100. | Every added 100. | 1000. | Every added 1000. | 5000. per 1000. | 20000 per 1000. | 50000 per 1000 |
|---|---|---|---|---|---|---|---|
| Nos. 5 and 6. | | | | | | | |
| Black, Fine Work..... | $.75 | $.15 | $ | $ | $ | $ | $ |
| Colored " ..... | | | | | | | |
| Two Colors..... | | | | | | | |
| Nos. 8 and 12. | | | | | | | |
| Black, Fine Work..... | | | | | | | |
| Colored " ..... | | | | | | | |
| Two Colors, Fine..... | | | | | | | |

## TINTED ENVELOPES.

Any one tint, from wood or electrotype plate. Every change of color, $1.00 extra.

| Sizes. | 100. | 250. | 500. | 1000. | 2500. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Nos. 5 or 6..... | $ | $ | $ | $ | $ | $ |
| Nos. 8 or 10..... | | | | | | |

## POST-OFFICE ADDRESSES.

| Sizes. | 100. | 200. | 300. | 400. | 500. | 1000. |
|---|---|---|---|---|---|---|
| Nos. 5 or 6..... | $.65 | $.85 | $ | $ | $ | $ |
| Nos. 8 or 10..... | | | | | | |

**Folded Envelopes** that are printed on both face and flap, by one impression, requiring separate opening and re-folding, should be at one half higher price.

**Folded Envelopes** printed to cover the entire back should be at the prices of plain business cards of same size.

## Flat Envelopes.

| Color of Ink. | 100. | Every added 100. | 1000. | Every added 1000. | 5000. per 1000. | 20000 per 1000. | 50000 per 1000 |
|---|---|---|---|---|---|---|---|
| Nos. 5 and 6. | | | | | | | |
| Black, Fine Work..... | $1.50 | $ .25 | $3.00 | $2.00 | $1.75 | $1.50 | $1.25 |
| Colored " ..... | 2.00 | .35 | 3.50 | 2.50 | 2.00 | 1.75 | 1.40 |
| Two Colors..... | 2.50 | .45 | 5.00 | 4.00 | 3.50 | 3.00 | 2.50 |
| Nos. 8 and 12. | | | | | | | |
| Black, Fine Work..... | 1.50 | .30 | 3.50 | 2.50 | 2.00 | 1.75 | 1.50 |
| Colored " ..... | 2.00 | .35 | 4.00 | 3.00 | 2.50 | 2.00 | 1.75 |
| Two Colors, Fine..... | 2.50 | .45 | 5.50 | 4.50 | 4.00 | 3.50 | 3.00 |

**Flat Envelopes** are more awkward to feed and more troublesome to keep straight than folded Envelopes. As a larger press and slower speed is required, a higher price must be charged.

**Fine Wood Cuts** may be charged at higher rates at discretion. Large and fine cuts skilfully treated, of sizes 8 or 12, are done at $4.00 per 1000 in quantities.

## TINTED ENVELOPES.

Any one tint, from wood or electrotype plate. Every change of color, $1.00 extra.

| Sizes. | 100. | 250. | 500. | 1000. | 2500. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Nos. 5 or 6..... | $1.50 | $1.75 | $2.25 | $3.00 | $2.50 | $2.00 |
| Nos. 8 or 10..... | 1.50 | 1.75 | 2.50 | 4.00 | 3.00 | 2.50 |

**Engraving of a Tinted Envelope** will be worth from $12.00 to $30.00, according to size of Envelope, amount of lettering and quality of work.

## POST-OFFICE ADDRESSES.

| Sizes. | 100. | 200. | 300. | 400. | 500. | 1000. |
|---|---|---|---|---|---|---|
| Nos. 5 or 6..... | $1.00 | $1.20 | $1.40 | $1.60 | $1.75 | $2.50 |
| Nos. 8 or 10..... | 1.25 | 1.50 | 1.75 | 2.00 | 2.25 | 3.00 |

**Post-office Addresses,** for banks, when done in large quantities, 2000 or over, in lots of 200 or 250, with frequent changes of address, may be averaged at $1.00 for each lot; in lots of 100 each at 80 cents per lot.

## LITHOGRAPHED ENVELOPES.

Engraving three or four lines, plain.....$2.50 @ $4.50
Transferring ..... 2.75
Printing of sizes No. 5 or 6, per thousand..... 5.00
" No. 10 or 12, " ..... 6.00

## VALUE OF PAPER.

| Sizes and Qualities. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| ONE REAM, or 480 Full Sheets. | | | | | | |
| Good, or M..at 30c. | $ | $ | $ | $ | $ | $ |
| Common, N..at 25c. | | | | | | |
| 100 RECEIPTS. | | | | | | |
| Six Receipts to sheet | | | | | | |
| Eight " " | | | | | | |
| Ten " " | | | | | | |
| Twelve " " | | | | | | |
| Sixteen " " | | | | | | |

## COMPOSITION OF RECEIPTS.

| Sizes. | 16 to sheet. | 12 to sheet. | 10 to sheet. | 8 to sheet. | 6 to sheet. |
|---|---|---|---|---|---|
| Single Receipt, of plainest form, each.. | $ | $ | $ | $1 | $1 |
| Double Receipt, of ordinary form, or One Receipt with stub and end-piece. | | | | | |
| Triplicate Receipt, of ordinary form, or Two Receipts and end-piece ..... | | | | | |

# SHIPPING RECEIPTS,

AND SIMILAR FORMS OF RECEIPTS FOR MERCHANDISE.

**Flat Cap,** 14×17 inches, and **Folio Post,** 17×22 inches, are the papers used for this class of work. Extra size Folio is often needed for large sizes.

| Usual Sizes. | | Unusual Sizes. | |
|---|---|---|---|
| No. | Inches. | No. | Inches. |
| 1..Twelve to Flat Cap.... | 2¾ × 7 | 4..Ten to Flat Cap ..... | 3⅓ × 7 |
| 2..Eight to Flat Cap..... | 3½ × 8½ | 5..Six to Flat Cap..... | 4⅔ × 8½ |
| 3..Eight to Folio Post .... | 4¼ × 11 | 6..Six to Folio Post..... | 7⅓ × 8½ |

## VALUE OF PAPER.

| Sizes and Qualities. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| ONE REAM, or 480 Full Sheets. | .. | .. | .. | .. | .. | .. |
| Good, or M..at 30c. | $3.00 | $3.60 | $4.20 | $4.80 | $5.40 | $6.00 |
| Common, N..at 25c. | 2.50 | 3.00 | 3.50 | 4.00 | 4.50 | 5.00 |
| 100 RECEIPTS. | .. | .. | .. | .. | .. | .. |
| Six Receipts to sheet | .11 | .13 | .16 | .18 | .20 | .22 |
| Eight " " | . 9 | .10 | .12 | .13 | .15 | .17 |
| Ten " " | . 7 | . 8 | . 9 | .10 | .12 | .13 |
| Twelve " " | . 6 | . 7 | . 8 | . 9 | .10 | .11 |
| Sixteen " " | . 5 | . 5 | . 6 | . 7 | . 8 | . 9 |

Perfect paper is never required for Shipping Receipts. In most cases common paper will prove as satisfactory as the best. Estimates should never be made for a better quality than M.

## COMPOSITION OF RECEIPTS.

| Sizes. | 16 to sheet. | 12 to sheet. | 10 to sheet. | 8 to sheet. | 6 to sheet. |
|---|---|---|---|---|---|
| Single Receipt, of plainest form, each.. | $ .50 | $ .75 | $ .75 | $1.00 | $1.00 |
| Double Receipt, of ordinary form, or One Receipt with stub and end-piece. | .. | .. | .. | 1.50 | 2.00 |
| Triplicate Receipt, of ordinary form, or Two Receipts and end-piece ..... | .. | .. | .. | 2.50 | 3.00 |

**For Brass-Rule Borders,** enclosing the whole form, add, according to size, 25 to 50 cents for each border.

**For Feint-lining with dotted rule** all the blanks, add, for each single receipt so treated, 75 cents to the price of composition.

The amount of composition in Receipts is variable: some receipts are the simplest, and others the most troublesome forms of mercantile blanks. The prices of the table lean to low rates.

## PRESSWORK OF LOOSE RECEIPTS.

One Hundred impressions....$
Every added 100 impressions.
One Thousand impressions...$
Every added Thousand impr.

Colored inks are seldom required. If wanted, add one-third to these prices.

## COMPOSITION AND PRESSWORK.

Loose Receipts, Black ink, ordinary form, without border rules or end-piece. not larger than Twelve to Cap. Composition rated at 50 cents each.

One Hundred copies..... $
Every added Hundred.....
One Thousand.....
Two Thousand, per thousand
Three Thousand, " "
Five Thousand, per thousand $
Half Ream, 480 impressions.
One Ream, 960 "
Every added Ream, 960 imp.

The Ream is 480 full sheets of Flat Cap.

The simplest form is that usually known as the **Loose Receipt**, containing but three or four lines, without border line, dotted rule, or end-piece, and printed on plain or ready-ruled paper. The favorite sizes are Sixteen or Twelve to Cap, but sometimes they are in duplicate, with perforated lines for ease in separation.

For 3000 single, or 1500 duplicate Receipts, set up two; for 6000 single, 16 to sheet, or 3000 duplicate Receipts, set up four; for One Ream, set up enough to fill half sheet.

## PRESSWORK OF LOOSE RECEIPTS.

| | | | |
|---|---|---|---|
| One Hundred impressions.... | $ .50 | One Thousand impressions... | $2.00 |
| Every added 100 impressions. | .20 | Every added Thousand impr. | 2.00 |

Colored inks are seldom required. If wanted, add one-third to these prices.

## COMPOSITION AND PRESSWORK.

Loose Receipts, Black ink, ordinary form, without border rules or end-piece, not larger than Twelve to Cap. Composition rated at 50 cents each.

| | | | |
|---|---|---|---|
| One Hundred copies..... | $1.00 | Five Thousand, per thousand | $1.00 |
| Every added Hundred..... | .20 | Half Ream, 480 impressions. | 4.00 |
| One Thousand ..... | 2.50 | One Ream, 960 " | 5.00 |
| Two Thousand, per thousand | 1.80 | Every added Ream, 960 imp. | 2.00 |
| Three Thousand, " " | 1.35 | The Ream is 480 full sheets of Flat Cap. | |

## ESTIMATES IN DETAIL.

For a common form of Loose Receipts in Black ink, size 1, (Twelve to Cap,) 14 lb M paper. Composition rated at 50 cents each: no border rule, no end piece.

| Items. | 100. 1 set. | 500. 1 set. | 1000. 1 set. | 3000. 2 set. | Half Ream. 2 set. | One Ream. 6 set. | Two Reams. 6 set. |
|---|---|---|---|---|---|---|---|
| Paper..... | $ .10 | $ .40 | $ .80 | $2.40 | $2.10 | $4.20 | $8.40 |
| Composition..... | .50 | .50 | .50 | 1.00 | 1.00 | 3.00 | 3.00 |
| Presswork..... | .50 | 1.25 | 2.00 | 3.00 | 3.00 | 2.00 | 4.00 |
| Total..... | $1.10 | $2.15 | $3.30 | $6.40 | $6.10 | $9.20 | $15.40 |

## ELECTROTYPING AND BLOCKING.

| | | | |
|---|---|---|---|
| Size 1..Twelve to Cap..... | $1.25 | Size 4..Ten to Cap..... | $1.40 |
| " 2..Eight to Cap ..... | 1.75 | " 5..Six to Cap..... | 2.40 |
| " 3..Eight to Folio Post .. | 3.00 | " 6..Six to Folio Post..... | 3.40 |

## BOUND RECEIPT BOOKS.

**Cap Long Octavo**, 3½×8½ inches, is the favorite size, the composition of which, on the ordinary form, with stub, is worth $1.50.

For orders of less than 2000, set one; for 4000, or One Ream, set two; for Two Reams or over, set four, or electrotype. If the composition is difficult, add the extra prices indicated on page 115.

Avoid taking orders for Receipt Books by quires, as the calculation of paper will be confusing or deceptive. Make agreement as to the number of leaves in the book, and make calculation by Paper Table on page 115.

## BINDING OF SHIPPING RECEIPTS.

In small quantities of from one to six Books.

| Styles of Binding | 10 or 12 to Cap. | 8 to Cap. | 6 to Cap. | 8 to Demy. | 4 to Cap. |
|---|---|---|---|---|---|
| Quarter bd. cut flush, stab'd. | $ | $ | $ | $ | $ |
| Half Roan, paper | | | | | |
| Half Roan, cloth | | | | | |
| Half Russia, cloth | | | | | |
| Rough Sheep, full | | | | | |

## FEINT-LINING TO ORDER.

| | |
|---|---|
| One Thousand copies, or less.$ | One Ream.....$ |
| Every added Thousand..... | Every added Ream..... |

## PRESSWORK OF RECEIPTS FOR BINDING.

From a form of One, Two, or Three Receipts, on any size of paper smaller than a quarter sheet of Folio Post.

| | |
|---|---|
| First Hundred.....$ | First Thousand.....$ |
| Every added Hundred..... | Every added Thousand..... |

From a form of Four or more Receipts, on a half sheet of Flat Cap or Folio Post.

| | |
|---|---|
| First Hundred.....$ | One Thousand.....$ |
| Every added Hundred..... | Every added Thousand..... |
| One Ream..... | Every added Ream..... |

## BINDING OF SHIPPING RECEIPTS.

In small quantities of from one to six Books.

| Styles of Binding. | 10 or 12 to Cap. | 8 to Cap. | 6 to Cap. | 8 to Demy. | 4 to Cap. |
|---|---|---|---|---|---|
| Quarter bd. cut flush, stab'd. | $ .25 | $ .25 | $ .30 | $ .40 | $ .50 |
| Half Roan, paper | .35 | .50 | .50 | .60 | .75 |
| Half Roan, cloth | .44 | .60 | .65 | .70 | .90 |
| Half Russia, cloth | .60 | .70 | .80 | .90 | 1.25 |
| Rough Sheep, full | .60 | .80 | .90 | 1.00 | 1.25 |

**For large orders,** see Bookbinders' prices.

**Extra prices on Bound work:** Marbled Edges, or Blue Mottled Edges; Side Titles of any kind; Canvas Covers; Consecutive Numbering on the back, or Different Lettering; for which see Bookbinders' prices.

The above prices are for sewed work on parchment bands and tar-board covers. For stabbed work, twine bands, and straw boards, a deduction may be made.

## FEINT-LINING TO ORDER.

| | | | |
|---|---|---|---|
| One Thousand copies, or less | $ .50 | One Ream | $ .75 |
| Every added Thousand | .20 | Every added Ream | .60 |

## PRESSWORK OF RECEIPTS FOR BINDING.

From a form of One, Two, or Three Receipts, on any size of paper smaller than a quarter sheet of Folio Post.

| | | | |
|---|---|---|---|
| First Hundred | $ .50 | First Thousand | $2.00 |
| Every added Hundred | .20 | Every added Thousand | 2.00 |

From a form of Four or more Receipts, on a half sheet of Flat Cap or Folio Post.

| | | | |
|---|---|---|---|
| First Hundred | $ .75 | One Thousand | $3.00 |
| Every added Hundred | .25 | Every added Thousand | 2.00 |
| One Ream | 3.00 | Every added Ream | 2.00 |

**For Colored Ink,** of common quality, add one-third to these prices.

## ESTIMATES IN DETAIL.

Receipt Books, Eight to 12-lb Flat Cap (long 8°), ordinary form of Receipt with stub, Black ink, half bound, Roan, paper sides, plain, 200 leaves each.

| Items. | 1 Book. | 2 Books. | 3 Books. | 6 Books. | 9 Books. | 12 Books |
|---|---|---|---|---|---|---|
| Paper, 200 at 10c. | $ .20 | $ .40 | $ .60 | $1.20 | $1.80 | $2.40 |
| Composition | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 3.00 |
| Presswork | .70 | 1.10 | 1.50 | 2.40 | 3.60 | 2.40 |
| Binding | .50 | 1.00 | 1.50 | 3.00 | 4.05 | 4.80 |
| Total | $2.90 | $4.00 | $5.10 | $8.10 | $10.95 | $12.60 |
| Price per Book | $3.00 | $2.00 | $1.75 | $1.35 | $1.25 | $1.05 |

For extra Composition, add the excess to the above prices.
For plainer or finer Binding, alter prices by table at head of this page.

| Qualities. | 3 pounds. | 4 pounds. | 5 pounds. | 6 pounds. | 7 pounds. | 8 pounds. |
|---|---|---|---|---|---|---|
| Common Engine-sized ....at 25c. | $ | $ | $ | | | |
| American, Inferior .....at 30c. | | | | | | |
| " Ordinary .....at 40c. | | | | | | |
| " Superior .....at 50c. | | | | | | |
| French, Best, plain.....at 70c. | | | | | | |
| " Tinted or Fantaisie 80c. | | | | | | |
| English, Superior .....at 80c. | | | | | | |

## COMPOSITION OF NOTE CIRCULARS.

Ten lines, or less than 500 ems of plain Roman type, may be rated at cents. Measurable matter, sizes from Nonpareil to Pica, per 1000 ems, $ Agate, $ Pearl, $ Diamond, $

Long Primer Hair-line.....$
Pica Script.....
Double Small Pica Script ....

Pica Hair-line.....$
Great Primer Script.....
Double English Script.....

# NOTE CIRCULARS.

**Commercial Note,** 8 × 10 inches, is the size most used.

**Flat Letter,** 10 × 16 inches, or **Double Flat Letter,** 16 × 20 inches, will be found a more convenient shape if the circular is to be printed on three or more pages, or is doubled or electrotyped to save presswork. FOLIO POST, 17 × 22 inches, and WRITING MEDIUM, 18 × 23 inches, may be used if a larger page is made. The use of folded papers imposes much unnecessary labor in folding, unfolding, and repacking, most of which can be avoided by the use of flat paper.

When it can be done, select **Engine-sized** papers of the best quality for printed circulars. Avoid the use of hard tub-sized papers, as they require extra labor in making ready. The soft French or Belgian Notes, Letters, and Folios, and the finer qualities of American Engine-sized papers take a much finer impression, with less care in making ready, and with less wear to type.

## VALUE OF PAPER PER 1000 SHEETS.

If hard-sized first-class papers are used, take prices therefor from the table of Value of Paper for Note Headings, on page 101.

These prices are **per 1000 sheets of full Note,** 8×10 inches. For half sheets, one-half these prices. If ordered by the ream, the value per ream may be made by multiplying the price per pound by the weight, **as the weights are per ream.**

| Qualities. | 3 pounds. | 4 pounds. | 5 pounds. | 6 pounds. | 7 pounds. | 8 pounds. |
|---|---|---|---|---|---|---|
| Common Engine-sized ....at 25c. | $1.65 | $2.20 | $2.75 | Printing | Printing | Printing |
| American, Inferior .....at 30c. | .. | 2.65 | 3.30 | 4.00 | 4.62 | 5.30 |
| " Ordinary .....at 40c. | 2.64 | 3.52 | .. | .. | .. | .. |
| " Superior .....at 50c. | 3.30 | 4.40 | 5.50 | 6.60 | .. | .. |
| French, Best, plain.....at 70c. | 4.62 | 6.16 | 7.70 | 9.24 | .. | .. |
| " Tinted or Fantaisie 80c. | 5.28 | 7.00 | 8.80 | .. | .. | .. |
| English, Superior.....at 80c. | .. | 7.00 | 8.80 | 10.56 | 12.32 | 14.08 |

The prices of this paper table are made for weights and not for sizes. They can be used for Octavo Note, Billet Note, Packet Note, or for Folio Post, or Medium.

In calculating weight or quantity, a full sheet of Octavo or Billet Note may be rated as one-fourth sheet of Foolscap; a full sheet Packet Note, or Folio Octavo, or Medium Octavo, as a quarter sheet of Folio or Medium.

Hard-sized Note may be rated at 40 cents for M and 50 cents for Perfect.

## COMPOSITION OF NOTE CIRCULARS.

Ten lines, or less than 500 ems of plain Roman type, may be rated at 75 cents. Measurable matter, sizes from Nonpareil to Pica, per 1000 ems, $1.00; Agate, $1.10; Pearl, $1.25; Diamond, $1.50. Per page:

| | |
|---|---|
| Long Primer Hair-line.....$2.50 | Pica Hair-line.....$2.00 |
| Pica Script..... 2.50 | Great Primer Script..... 2.00 |
| Double Small Pica Script.... 1.75 | Double English Script..... 1.75 |

Half a page should be rated at two-thirds the price of a full page.

**Measurement and Value of a Note Page, 3¾ × 6¾ inches.**

| | | | | | |
|---|---|---|---|---|---|
| Long Primer | 1400 ems | $1.40 | Nonpareil | 3476 ems | $3.47 |
| Bourgeois | 1736 | 1.74 | Agate | 4500 | 4.95 |
| Brevier | 2205 | 2.20 | Pearl | 5600 | 7.00 |
| Minion | 2730 | 2.73 | Diamond | 6994 | 10.41 |

**Old Style Italic, Celtic, Expanded, Venetian,** and similar faces of ornamental letter, when used as a text type, and are new or in good condition, should be at an advance of 25 per cent. on Roman type of the same body.

**Open Displayed Matter** should not be measured by any larger body than Brevier.

**Close Displayed Matter** may be, and often is, worth more than Nonpareil.

**Ornamented and elaborately arranged Note Circulars** are too variable in amount of work to be classified or priced with precision. Nothing more can fairly be done than to point out the leading items of expense.

**Curved Lines** are worth each 25 cents. Full semi-circles, or overlapping, or serpentine curves, are worth from 50 cents to $1.00.

**A Card at the Head,** enclosed in rules, or flower or combination border, may be rated at 50 cents and upward. There are combinations for which $5.00 would be inadequate.

**Brass and French Flourishes** are of a similar character. The use of two or three of these pieces may add nothing to the expense; the insertion of many pieces, in imitation of lithographic work, may be a labor of hours.

**Display in Text,** of plain matter, not requiring justification, cannot be rated as an extra charge: but when done with special justification and lining, should, if done in any quantity, advance the price of the work at least one-half.

**Wood Cuts or Electrotypes,** of irregular shapes, that may require frequent alterations of measure, and the overrunning of type, are an extra charge that can be computed only by time.

**Table Work,** whether of words or figures, cannot be priced by the rates of book work. Double price is insufficient when rules have to be cut and fitted with greater precision than is usual in ordinary book work. Occasional isolated tables, for which rules are cut, are always worth treble price.

**Column Work and Narrow Measures** should take the usual advance on the regular rates of book work.

**A Plain Mitred Rule Border,** not cut to order, should increase the price of the page 25 cents; if cut specially to order, add the labor of mitering and the waste of rule, which cannot be less than 40 cents additional. If rule is of special selected face, add half cost of rule.

**A Rule Border Justified** to fit metal corners is worth 50 cents.

**A Border of Two Sets of Rules,** one enclosed within the other, is worth from $1.00 to $1.50.

**A Plain Flower Border** may be rated at 50 cents.

**A Combination Border** cannot be rated at less than $1.00, and may be worth $7.00.

A circular inserted in the mortise of a large **Electrotyped Border** or irregular shaped brass border, requiring special justification for every line, should be at least double the price of similar work in a plain border.

**Electrotyping,** with Blocking, of a Note Circular 3⅝ × 6⅝ inches, $1.75 @ $2.00.

**Folding** of Note Circulars singly is worth 50 cents per 1000.

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**Large Quantities.** When Note Circulars are printed in large quantities, it may become necessary to set two or more to cheapen the presswork. This can be done to profit only in cases where re-composition is of decidedly less value than the extra presswork. An order of 5000 half sheet Note Circulars in Bourgeois could be printed from two forms to advantage. See estimate on page 127. But if the Note Circular is in Pearl type, or in Pica Script, or if it contains a wood cut, it may be impracticable to set two. For such a case, Electrotyping will be the cheaper method, as this will save composition as well as wear of type. For orders of 20,000 and 50,000 Note Circulars, four and eight electrotypes are frequently made.

When a note circular contains two or more pages, and has to be printed on both sides of the sheet, it will be found more economical to impose these pages in one

## PRESSWORK OF NOTE CIRCULARS.

| Color of Ink. | 100. | Every added 100. | 500. | 1000. | 3000. per 1000. | 6000. per 1000. |
|---|---|---|---|---|---|---|
| ONE PAGE. | | | | | | |
| Black Ink | $ | $ | $ | $ | $ | $ |
| Blue, or ordinary Red | | | | | | |
| Fine Red, or Purple | | | | | | |
| TWO, THREE, OR FOUR PAGES. | | | | | | |
| Black Ink | | | | | | |
| Blue, or ordinary Red | | | | | | |
| Fine Red, or Purple | | | | | | |

form, and print on double paper or Flat Letter, thereby saving presswork. The tables of presswork are made up on this plan. But when folded note is used this cannot be done: the two sides will have to be printed separately, and the price of presswork for one page will have to be doubled.

Cold Pressed Note, Antique Note, Onion-skin, or any paper of unusual thinness or roughness, or extra hard-sized paper that may require additional care in making ready, or a slower speed in presswork, should be at an advanced price.

## PRESSWORK OF NOTE CIRCULARS.

| Color of Ink. | 100. | Every added 100. | 500. | 1000. | 3000. per 1000. | 6000. per 1000. |
|---|---|---|---|---|---|---|
| ONE PAGE. | | | | | | |
| Black Ink | $ .50 | $ .20 | $1.25 | $2.00 | $2.00 | $2.00 |
| Blue, or ordinary Red | .75 | .30 | 2.00 | 3.00 | 2.75 | 2.75 |
| Fine Red, or Purple | .75 | .40 | 2.50 | 4.00 | 3.50 | 3.50 |
| TWO, THREE, OR FOUR PAGES. | | | | | | |
| Black Ink | .75 | .30 | 2.00 | 3.00 | 2.00 | 2.00 |
| Blue, or ordinary Red | 1.00 | .40 | 2.75 | 4.00 | 3.00 | 3.00 |
| Fine Red, or Purple | 1.25 | .50 | 3.25 | 5.00 | 4.00 | 4.00 |

**Script, Hair Line, and Outline Types,** when new and of fragile face, should be rated at an advance of at least 25 per cent. on these prices. They are more difficult to make ready, wear out much sooner, and are always liable to make detentions of press by breaking of kerned letters. When Scripts are already well worn, or are of strong and durable face, this advance need not be made.

**Wood Cuts,** carefully made ready, should advance the price of presswork to double the price of ordinary black, with the additional value of the extra making ready. Even when not carefully made ready, an extra price will be needed to compensate for the slower speed of presswork necessary for a decent impression.

**In Two Colors.** When but two or three lines of a one page note circular are picked out for printing in red, 50 cents will be an ample price for making up the color form. The presswork of such a light form in red will be fairly paid for by an advance of 25 per cent. on the price of black. But if the border is in color, if there are many lines picked out for color, or if close register is needed, or if the color is carmine or purple, or if it is used in any profusion, the conditions are altered, and double price or more may be needed. It is impossible to fix an exact price for work of such irregular nature. For ordinary good work, in black and red, add the prices of black and red; for blue and red, double the price of red. To this price should be added the labor of making-up color form, which may be but 50 cents, and it may be $5.00; for it should be remembered that the exact making-up of a close registering colored form often consumes more time than the original composition of the black. Nor can presswork in close register be properly paid at the prices of the plain colors. A line of type in two colors, a central or inner border in parallel with an outer one, will usually consume more time than would plainer work in three colors. For this work, and for all kinds of elaborately illuminated circulars with tinted grounds, there can be no arbitrary price. Six, eight and ten dollars per 1000 impressions have been and are now paid for the finest work of this nature, prices varying with quality and quantity of color and size of form. At these high rates few printers find it any more profitable than black presswork at $2.00 per 1000.

**In Gold or Silver Bronze.** For this class of work the rule should be three times the price of ordinary black, viz.:

| | |
|---|---|
| One page form 100 copies.....$1.50 | One page form, 1000 copies.....$6.00 |
| Three page form, 100 copies.... 2.25 | Three page form, 1000 copies..... 9.00 |

But as in the case of the preceding work the rule cannot be absolute. For very small and light work $5.00 per 1000 may be enough, but in no case can the labor be rated at less than $4.00 on a one-page, or $6.00 on a three-page form. Yet there are

solid forms for which $6.00 or $9.00 would be insufficient—forms in which the bronze alone may be worth $4.00

The prices for Fine Red or Purple are insufficient for the finest work and the best colors. Five Dollars per 1000 for small forms and Seven Dollars per 1000 for large forms, are not unreasonable prices where great brilliancy of color is required.

## ESTIMATES IN DETAIL.

**One-page Note Circular.**—Bourgeois, plain, on 5 lb Note, at 30 cents.

| Items. | 100. | 500. | 1000. | 3000. | 5000. 2 set. | 20,000. 4 set. |
|---|---|---|---|---|---|---|
| Paper | $ .36 | $1.65 | $3.30 | $9.90 | $16.50 | $66.00 |
| Composition | 1.74 | 1.74 | 1.74 | 1.74 | 3.48 | 6.96 |
| Presswork, Black | .50 | 1.25 | 2.00 | 6.00 | 5.00 | 10.00 |
| Total | $2.60 | $4.64 | $7.04 | $17.64 | $24.98 | $82.96 |

**If Paper is on Half Sheet** take half value of paper from each column.
**For a Plain Border** add 25 cents. **For Blue or Red** add one-half to presswork.
**For Carmine or Purple,** double presswork.

### Three-page Note Circular.

Open displayed matter, rated as Brevier, with rule-border and corners, and curved lines on each page, in Blue ink, on ordinary French Note, 5 lb, or half-sheet Letter. Composition: Brevier, three pages, at $2.20 each, $6.60; three rule borders and corners, at 50 cents each, $1.50; four curved lines, at 25 cents each, $1.00.

| Items. | 100. | 500. | 1000. | 2000. | 5000. | 20,000. 2 sheets. |
|---|---|---|---|---|---|---|
| Paper | $ .50 | $2.48 | $4.95 | $9.90 | $24.75 | $99.00 |
| Composition | 9.00 | 9.00 | 9.00 | 9.00 | 9.00 | 21.00 |
| Presswork | 1.00 | 2.50 | 4.00 | 7.00 | 15.00 | 30.00 |
| Total | $10.50 | $13.98 | $17.95 | $25.90 | $48.75 | $150.00 |

In the estimate of 20,000, Composition is rated at $21.00, viz.: Composition, $9.00; two sets Electrotypes, or six plates, at $2.00, $12.00, = $21.00. Presswork is thus reduced one-half, making 10,000 impressions, at $3.00, $30.00.

### Four-page Note Circular, in Black and Red.

Composition of four pages of Nonpareil, at $3.47, $13.88. Mitering four sets of specially-cut brass rules, $4.62. Ornamented card at head, with combination border, $2.00. Extra work on flourishes and curves, $2.50. Total, $23.00.

| Items. | 1000. | 3000. | 5000. | 10,000. |
|---|---|---|---|---|
| Composition, with all extras | $23.00 | $23.00 | $23.00 | $23.00 |
| Paper, 6 lb Fine, at $4.00 per 1000 | 4.00 | 12.00 | 20.00 | 40.00 |
| Making-up and Proving Color Form | 7.00 | 7.00 | 7.00 | 7.00 |
| Presswork, in Black Ink | 3.00 | 6.00 | 10.00 | 20.00 |
| " Fine Red Ink | 5.00 | 12.00 | 20.00 | 40.00 |
| Total | $42.00 | $60.00 | $80.00 | $130.00 |

| Qualities. | 6 pounds. | 8 pounds. | 9 pounds. | 10 pounds. | 12 pounds. | 13 pounds. Printing |
|---|---|---|---|---|---|---|
| Engine-sized, Common..... | $ | $ | $ | $ | | $ |
| American, Inferior..... | | | | | | |
| " Ordinary..... | | | | | | |
| " Superior..... | | | | | | |
| French, Best, Plain..... | | | | | | |
| " Tinted or Fantaisie. | | | | | | |
| English, Superior... ..... | | | | | | |

# LETTER CIRCULARS.

**Flat Letter,** 10 × 16 inches, is the shape most preferred. For forms of three or four pages, DOUBLE FLAT LETTER, 16 × 20 inches, and FOLIO POST, 17 × 22 inches, may be used. EXTRA-SIZE FOLIO POST, 18 × 23 inches, and FINE PRINTING MEDIUM, 19 × 24 inches, are sometimes used for large circulars.

See Note Circulars, page 121, concerning suitable qualities of paper.

## VALUE OF PAPER PER 1000 SHEETS.

These prices are **per 1000 full sheets of Letter,** 10 × 16 inches. For half sheets, one-half these prices. If ordered by the ream, the value per ream may be made by multiplying the price per pound by the weight, as the weights are per ream. As the prices of the Paper table are made for weights and not for sizes, they can be used for Commercial Letter, or Quarto Folio, or Extra-size Folio.

Hard-sized Letter may be rated at 40 cents for M, and 50 cents for Perfect.

| Qualities. | 6 pounds. | 8 pounds. | 9 pounds. | 10 pounds. | 12 pounds. | 13 pounds. |
|---|---|---|---|---|---|---|
| Engine-sized, Common.....25c. | $3.30 | $4.40 | $4.94 | $5.50 | .. | Printing $7.15 |
| American, Inferior.....30c. | .. | 5.30 | 5.94 | 6.60 | 7.92 | .. |
| " Ordinary.....40c. | 5.28 | 7.04 | 7.92 | .. | 10.56 | .. |
| " Superior.....50c. | .. | 8.80 | 9.88 | 11.00 | 13.20 | .. |
| French, Best, Plain.....70c. | 9.24 | 12.32 | 13.86 | 15.40 | 18.48 | 20.00 |
| " Tinted or Fantaisie.80c. | .. | 14.08 | 15.84 | 17.60 | .. | .. |
| English, Superior.....80c. | 10.56 | 14.08 | 15.84 | 17.60 | 21.12 | 22.88 |

## COMPOSITION.

Seven lines, or less than 500 ems of plain Roman type, without display, may be rated at 75 cents. Measurable common matter, manuscript or reprint, of any size between Nonpareil and Pica, of any amount, per 1000 ems, $1.00; Agate type, $1.10; Pearl, $1.25; Diamond, $1.50.

### Measurement of a Page of Letter, 5¾ × 7¾ inches.

| | | | |
|---|---|---|---|
| Pica.....1564 ems....$1.56 | | Minion.....5002 ems.....$5.00 | |
| Small Pica.....1976 " .... | 1.98 | Nonpareil.....6256 " ..... | 6.25 |
| Long Primer....2494 " .... | 2.50 | Agate.....7931 " ..... | 8.72 |
| Bourgeois.....3120 " .... | 3.12 | Pearl.....9775 " ..... | 12.21 |
| Brevier.....3942 " .... | 3.94 | Diamond....12,610 " ..... | 18.91 |
| Long Primer Hair-line.....$4.00 | | Pica Hair-line.....$3.00 | |
| Pica Script..... | 4.00 | Great Primer Script..... | 3.50 |
| Double Small Pica Script .... | 2.50 | Double English Script..... | 2.50 |

For Extra Composition, Displayed Matter, Ornamented Types, Large Quantities, &c., see Note Circulars, page 123, prices for which are equally applicable to Letter Circulars.

## PRESSWORK OF LETTER CIRCULARS.

| Color of Ink. | 100. | Every added 100. | 500. | 1000. | 3000. per 1000. | 6000. per 1000. |
|---|---|---|---|---|---|---|
| ONE PAGE. | | | | | | |
| Black Ink | $ | $ | $ | $ | $ | $ |
| Blue, or ordinary Red | | | | | | |
| Fine Red, or Purple | | | | | | |
| TWO, THREE, OR FOUR PAGES. | | | | | | |
| Black Ink | | | | | | |
| Blue, or ordinary Red | | | | | | |
| Fine Red, or Purple | | | | | | |

**A Plain Mitred Rule Border**, not cut to order, should increase the price of the page 50 cents; if cut to order of specially selected rule, add the labor of mitering and the waste, which cannot be less than 50 cents additional, and may be $1.00. If the rule is of little service for other work charge half its cost.

**A Rule Border Justified** to fit rule corners is worth from 50 cents to $1.00.

**A Border of Two Sets of Rules**, one enclosed within the other, is worth from $1.50 to $2.00 for the labor, exclusive of value of rule.

**A Plain Flower Border** may be rated at 75 cents.

**A Combination Border** of the simplest pattern, and largest pieces, is worth $1.00. Elaborate Combination Borders on Minionette body are worth from $4.00 to $10.00 each. Combination Borders for Headings, at same price as for Note Circulars.

**Electrotyping**, with Blocking, of an ordiuary Letter Circular, 5¾ × 7¾ inches, is worth from $2.65 to $3.00.

## PRESSWORK OF LETTER CIRCULARS.

| Color of Ink. | 100. | Every added 100. | 500. | 1000. | 3000. per 1000. | 6000. per 1000. |
|---|---|---|---|---|---|---|
| ONE PAGE. | | | | | | |
| Black Ink | $ .50 | $ .20 | $1.25 | $2.00 | $2.00 | $2.00 |
| Blue, or ordinary Red | .75 | .30 | 2.00 | 3.00 | 3.00 | 3.00 |
| Fine Red, or Purple | 1.00 | .40 | 2.50 | 4.00 | 4.00 | 4.00 |
| TWO, THREE, OR FOUR PAGES. | | | | | | |
| Black Ink | .75 | .30 | 2.00 | 3.00 | 2.50 | 2.00 |
| Blue, or ordinary Red | 1.00 | .40 | 3.00 | 4.50 | 3.75 | 3.25 |
| Fine Red, or Purple | 1.50 | .60 | 4.00 | 6.00 | 5.00 | 5.00 |

For Woodcut Presswork, Presswork in Two Colors, or in Gold Bronze, or from New and Fragile Types, see remarks on page 125.

The prices for Fine Red or Purple are insufficient for the finest work and the best colors. Six Dollars per 1000 impressions on small forms, and Eight Dollars per 1000 on large forms, are not unreasonable prices where great brilliancy of color is required. If color is used in excess, these prices will be found inadequate.

Very thin or very rough papers require an increase in the price of presswork.

## ESTIMATES IN DETAIL.

**One-page Letter Circular.**—Double Small Pica Script, Black ink, half sheet.

| Items. | 100. | 500. | 1000. | 3000. | 5000. | 10,000. 2 set. |
|---|---|---|---|---|---|---|
| Paper, 6 lb., at 40 cts | $ .26 | $1.32 | $2.64 | $7.92 | $13.20 | $26.40 |
| Composition | 2.50 | 2.50 | 2.50 | 2.50 | 2.50 | 5.00 |
| Presswork | .50 | 1.25 | 2.00 | 6.00 | 10.00 | 10.00 |
| Extra for new type. | .25 | .50 | .50 | 1.50 | 2.50 | 2.50 |
| Total | $3.51 | $5.57 | $7.64 | $17.92 | $28.20 | $43.90 |

If a full sheet Letter Circular is wanted, double the price in the item of Paper. If extra work is wanted on composition, add the extra to the item of Composition. If Blue is wanted, add one half to the item of Presswork. If Fine Red is wanted, double the item of Presswork. If Script type is not new, or is of durable face, deduct the item of Extra for New Type.

## VALUE OF PAPER PER 100 SHEETS.

| Qualities of Paper. | Letter or Commercial Letter. | | | | | Flat Cap or Folio Post. | |
|---|---|---|---|---|---|---|---|
| | 3 pounds. | 5 pounds. | 6 pounds. | 7 pounds. | 8 pounds. | 10 pounds. | 12 pounds. |
| French, Ordinary..... | | | $ | $ | $ | $ | $ |
| American, Perfect..... | | | | | | | |
| French, Fine..... | | | | | | | |
| Thin Linen or Bill of Ex. | | | | | | | |
| Onion-skin..... | | | | | | | |

## AUTOGRAPH CIRCULARS.

Engraving on stone is too expensive to be used with any hope of profit upon ordinary Note or Letter Circulars. There is, however, a method of Lithographic Printing which, on short orders, is cheaper than Letter-press. A Circular of any form or any amount of matter, written with prepared ink and prepared paper, to be had only of lithographers, can be transferred to stone at an expense of $2.00 for a letter sheet, and printed therefrom, in exact fac-simile of the original copy at the rate of $2.00 per 100 impressions.

The workmanship is never so neat as that of engraved work, the success of the printing depending largely on the skill of the writer, who is often inexpert in the use of the peculiar ink and paper.

At these rates the expense of the work on 100 Autograph Circulars would be: Transferring, $2.00; Printing, $2.00; Total, $4.00. On 500 Circulars, $12.00. For larger quantities, type-work may be found more economical.

**Etched Circulars.** A written copy of a circular may be transferred to zinc, and etched in relief, so that it can be printed on the ordinary printing press. The expense of etching this work is about 25 cents per square inch. Relief plates so made are shallow, and cannot be printed with the facility of type, or electrotype. Four dollars per 1,000 impressions will be found a low price.

## PRICES CURRENT CIRCULARS.

**Letter,** 10 × 16 inches, and **Commercial Letter,** 11 × 17 inches, of the lightest weights to save postage, are used for foreign circulars. FLAT CAP, 14 × 17 inches, and FOLIO POST, 17 × 22 inches, in quarto and folio shapes, are also used for American price lists. Paper is always of light weight, and usually of common quality.

### VALUE OF PAPER PER 100 SHEETS.

| Qualities of Paper. | Letter or Commercial Letter. | | | | | Flat Cap or Folio Post. | |
|---|---|---|---|---|---|---|---|
| | 3 pounds. | 5 pounds. | 6 pounds. | 7 pounds. | 8 pounds. | 10 pounds. | 12 pounds. |
| French, Ordinary..... | .. | .35 | $ .42 | $ .50 | $ .56 | $ .70 | $ .84 |
| American, Perfect..... | .. | .. | .54 | .63 | .72 | .90 | 1.08 |
| French, Fine..... | .. | .70 | .84 | 1.00 | 1.12 | 1.40 | 1.68 |
| Thin Linen or Bill of Ex. | .. | .. | Folio. | .. | .. | .. | .. |
| Onion-skin..... | .90 | .. | 1.80 | .. | .. | .. | .. |

The weights in pounds are per ream.
Half sheets at one-half the prices. Trivial orders at higher rates at discretion.

## COMPOSITION.

Plain descriptive matter, solid or leaded.....per 1000 ems. $
Extra matter, full of figures, capitals and signs.....
Table work, not leaded, 3 columns, with or without figures in columns.
Table work, not leaded, 4 or more columns, " " "
Index matter, without rules, in narrow measure, of lines less than 18 ems, at advanced prices. See Composition.

## PRESSWORK

| Size of Form. | 100. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|
| Letter Sheet of 1 or 2 pages..... | | | | |
| Flat Cap Sheet of 2 pages..... | | | | |
| Folio Post Sheet of 2 pages..... | | | | |

## COMPOSITION.

Plain descriptive matter, solid or leaded.....per 1000 ems. $1.00
Extra matter, full of figures, capitals and signs..... 1.25
Table work, not leaded, 3 columns, with or without figures in columns. 1.50
Table work, not leaded, 4 or more columns, " " " 2.00
Index matter, without rules, in narrow measure, of lines less than 18 ems, at advanced prices. See Composition.

**Leaded Table Work**, with leads between the lines in figure columns, Short Tables measuring less than 2,000 ems, Compact Tables with long headings in fine type, and with much brass rule, Irregular Tables requiring uneven lengths of brass rule, require an amount of work that is not always covered by the price of $2.00 per 1,000 ems, and should be rated on time.

**Justified Display Type** in plain descriptive matter, or the excessive use of lined ditto marks, and contractions, should be an advanced price, or on time.

**White-lined, or Nonpareil-leaded Matter** in broad columns, with blank figure columns, should not be rated at double price, but by time.

**Measurement** of extra priced matter at advanced rates should be confined to that class of matter, and should not include large open headings or tail blanks.

**Time Work**, by day, with proof reading, 75 cents per hour; without proof reading or responsibility for error, 60 cents per hour. By night, double price.

**Alterations**, at same rates.

**Over-running and Re-justifying** matter to a different measure, never less than one-half extra. If new rules are cut, double price.

**If done in great haste**, to the neglect of other work, or to the disarrangement of regular routine, add such extra price as will compensate for loss.

**Standing Matter**: For a Price List used weekly, 15 cents per 1,000 ems, measured at single rate; if used monthly, or less frequently, at such advanced rate as may be agreed upon. In most cases a fixed price per month for use of type will be more satisfactory to the customer. See article Standing Matter in Composition.

## PRESSWORK

| Size of Form. | 100. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|
| Letter Sheet of 1 or 2 pages..... | .75 | .25 | $2.50 | $2.00 |
| Flat Cap Sheet of 2 pages..... | 1.00 | .30 | 3.00 | 2.50 |
| Folio Post Sheet of 2 pages..... | 1.25 | .40 | 4.00 | 3.00 |

Prices are made for printing on one side only, as is customary. If printed on both sides from two forms, double the prices.

**Presswork by Night** will not in all cases be paid for by double price. For a hand press, or small treadle press, $1.50 per hour for all time pressmen is detained, or is at work, may be enough; if steam power is used, a much higher price will be needed.

## EXAMPLE OF ESTIMATE.

**Foreign Prices Current**, 2 pages extra thin Letter, 500 copies, 1 page tables, 1 page descriptive matter, Nonpariel.

Paper: 500 sheets Onion-skin, 90c., $4.50
Composition: 1 p. 6348 ems, $1.00, 6.35
" 1 " 6348 ems, 2.00, 12.68
Presswork: 500 impressions,..... 1.75
$25.28

**A Second Order of 500** from standing form, with alterations, would be:

Paper: 500 sheets Onion-skin, 90c., $4.50
Composition: 1 p. 6348 ems, $1.00, 6.35
Alterations, probable, 6 hours, 60c., 3.60
Standing matter, 6348 ems, at 15c., .95
Presswork of 500 copies,..... 1.75
$17.15

## PAPER FOR ORDER BOOKS.

| Qualities and Sizes of Paper. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| Paper ( cts. per lb.) per ream | $ | $ | $ | $ | $ | $ |
| " " 1000, Four to page .... | | | | | | |
| " " 1000, Five to page..... | | | | | | |
| " " 1000, Six to page..... | | | | | | |
| Engine-sized ( cts.) per ream .. | | | | | | |
| " " 1000, Four to page. | | | | | | |
| " " 1000, Five to page. | | | | | | |
| " " 1000, Six to page .. | | | | | | |

## COMPOSITION.

Plainest form, without stub or card piece, each..... $
Ordinary form, with stub, card piece, and enclosed rules.....
" " as above, feint-lined throughout with rules.....
Large form, Four to page folio, feint-lined throughout with rules...

# ORDER BOOKS.

**Folio Post,** 17 × 22 inches, is the size preferred. EXTRA-SIZE FOLIO, 18 × 23 inches, and sometimes ENVELOPE MEDIUM, 19 × 24 inches, are used by those who wish large blanks.

**Flat Cap,** 14 × 17 inches, is less used, as it allows but little space for writing.

**The Usual Sizes** are Six, Five, and Four to page, of folded Folio Post.

**For large Official Orders,** of which exact duplicates are required, the sizes of Double Cap and Demy are sometimes necessary. Such blanks are never required in ordinary mercantile work, and need not be priced.

**Blank Orders,** without stubs, when cut up singly, may be taken at the prices made for Memorandum Billheads, on page 99. The sizes of paper and the prices of work, as there given, are equally suitable for Orders.

When it can be done, Orders should be taken by the hundred or thousand, and not by the quire, as the latter method is often deceptive to the customer and sometimes to the printer.

## PAPER FOR ORDER BOOKS.

| Qualities and Sizes of Paper. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| M Paper (30 cts. per lb.) per ream | $3.00 | $3.60 | $4.20 | $4.80 | $5.40 | $6.00 |
| " " 1000, Four to page .... | .83 | 1.00 | 1.17 | 1.32 | 1.50 | 1.65 |
| " " 1000, Five to page..... | .66 | .78 | .93 | 1.05 | 1.20 | 1.32 |
| " " 1000, Six to page..... | .55 | .66 | .77 | .88 | 1.00 | 1.10 |
| Engine-sized (25 cts.) per ream .. | 2.50 | 3.00 | 3.50 | 4.00 | 4.50 | 5.00 |
| " " 1000, Four to page. | .69 | .83 | .96 | 1.10 | 1.25 | 1.38 |
| " " 1000, Five to page. | .55 | .66 | .77 | .88 | 1.00 | 1.10 |
| " " 1000, Six to page .. | .45 | .55 | .64 | .74 | .82 | .92 |

For prices of M and Perfect paper, see Drafts and Notes.

Post Office and low grades of Envelope paper, Off-colored and Specky Writing are often acceptable for Orders. When such papers are selected, the Composition may correspond, and be done at reduced price. Presswork cannot be reduced.

## COMPOSITION.

| | |
|---|---|
| Plainest form, without stub or card piece, each..... | $1.25 |
| Ordinary form, with stub, card piece, and enclosed rules. ..... | 2.00 |
| " " as above, feint-lined throughout with rules..... | 3.00 |
| Large form, Four to page folio, feint-lined throughout with rules.. | 4.00 |

For a book of 1000 or less, one or more to page, set one.

For a book of 2000, four or six to page, set two.

For a book of any number over 2000, five or six to page, set three.

For a book of any quantity over one ream, set four, five, or six, to fill half sheet.

The presswork of Orders, Checks, Notes, Drafts, and similar blanks, that have to be printed four, five, or six to page, is much more difficult than when it is done on cut parts of the sheet one or two to page. The work is usually done on hand-press; but whether done on hand-press or cylinder, it should be rated at hand-press prices. The amount of composition is usually out of proportion to the value of presswork. The loss of time caused by slipping the form and adjusting margins, securing parallel

## PRESSWORK OF ORDER BOOKS.

| Quantities. | One Order Set. | | | | | |
|---|---|---|---|---|---|---|
| | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 to page. | 6 to page. |
| One Hundred impressions..... | $ | $ | $ | $ | $ | $ |
| Every added Hundred..... | | | | | | |
| Five Hundred impressions..... | | | | | | |
| One Thousand impressions ..... | | | | | | |
| Every added Thousand..... | | | | | | |
| Five Quires Folio Post, 12 to sheet, full size.... } ..... | | | | | | |
| Ten Quires, Folio Post ..... | | | | | | |
| One Ream, Folio Post..... | | | | | | |

## PRESSWORK OF ORDER BOOKS.

| Quantities. | Two Set. | | | Three Set. | | | 4, 5, or 6 Set. |
|---|---|---|---|---|---|---|---|
| | 2 to page. | 4 to page. | 6 to page. | 3 to page. | 5 to page. | 6 to page. | |
| One Hundred impressions. | $ | $ | $ | $ | $ | $ | $ |
| Every added Hundred.... | | | | | | | |
| Five Hundred impressions | | | | | | | |
| One Thousand impressions | | | | | | | |
| Every added Thousand... | | | | | | | |
| Five Quires Folio Post, 12 to sheet, full size.... } .. | | | | | | | |
| Ten Quires, Folio Post.... | | | | | | | |
| One Ream, Folio Post.... | | | | | | | |
| Every added Ream..... | | | | | | | |

## NUMBERING CONSECUTIVELY.

On Order only, per 1000 Orders..... $
On Order and in stub, per 1000 Orders.....

## BINDING OF ORDER BOOKS.

One Book, five quires or less, Half Roan, paper sides, without ruling, plainest style.

Five or Six to page, Folio...$
Four to page, Flat Cap.....
Three to page, Folio Post 4°
Two to page, Folio 6° .....$
One to page, Folio 12° .....
For extra thick books, see Binding.

register, and preventing waste, is not adequately paid for by the following prices. They should be higher. But these are the current prices. They are fuller than usual, and are made so for the express purpose of enabling the reader to see the comparative value of printing from One or from Six Orders, or of printing One or Six to Page. It will serve to show where it is and where it is not expedient to double composition to save presswork.

## PRESSWORK OF ORDER BOOKS.

| Quantities. | One Order Set. | | | | | |
|---|---|---|---|---|---|---|
| | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 to page. | 6 to page. |
| One Hundred impressions | $ .50 | $1 00 | $1.20 | $1.50 | $1.75 | $2.00 |
| Every added Hundred | .20 | .25 | .30 | .35 | .40 | .40 |
| Five Hundred impressions | 1.25 | 2.00 | 2.40 | 2.90 | 3.25 | 3.60 |
| One Thousand impressions | 2.00 | 3.00 | 3.75 | 4.25 | 4.75 | 5.25 |
| Every added Thousand | 2.00 | 2.50 | 2.75 | 3.20 | 3.60 | 4.00 |
| Five Quires Folio Post, 12 to sheet, full size | 3.00 | 4.10 | 5.00 | .. | 6.00 | 7.00 |
| Ten Quires, Folio Post | 5.75 | 7.70 | 9.00 | .. Flat Cap | 10.50 | 11.50 |
| One Ream, Folio Post | 11.50 | 12.50 | 14.40 | 13.50 | 19.20 | 23.00 |

## PRESSWORK OF ORDER BOOKS.

| Quantities. | Two Set. | | | Three Set. | | | 4, 5, or 6 Set. |
|---|---|---|---|---|---|---|---|
| | 2 to page. | 4 to page. | 6 to page. | 3 to page. | 5 to page. | 6 to page. | |
| One Hundred impressions. | $ .50 | $1.00 | $1.50 | $ .75 | $1.50 | $1.25 | $ .75 |
| Every added Hundred | .20 | .25 | .30 | .20 | .25 | .25 | .25 |
| Five Hundred impressions | 1.25 | 2.00 | 2.70 | 1.50 | 2.50 | 2.25 | 1.75 |
| One Thousand impressions | 2.00 | 3.00 | 4.00 | 2.50 | 3.50 | 3.25 | 3.00 |
| Every added Thousand | 2.00 | 2.50 | 3.00 | 2.00 | 2.50 | 2.75 | 2.50 |
| Five Quires Folio Post, 12 to sheet, full size | 1.90 | 2.75 | 3.40 | 1.50 | 2.50 | 2.25 | 1.25 |
| Ten Quires, Folio Post | 3.00 | 4.25 | 5.25 | 2.50 | 3.50 | 3.25 | 1.75 |
| One Ream, Folio Post | 5.75 | .. | 8.64 | 4.50 | 5.50 | 5.50 | 3.00 |
| Every added Ream | .. | .. | 7.50 | .. | .. | .. | 2.00 |

## NUMBERING CONSECUTIVELY.

On Order only, per 1000 Orders ..... $1.04
On Order and in stub, per 1000 Orders ..... 2.04

## BINDING OF ORDER BOOKS.

One Book, five quires or less, Half Roan, paper sides, without ruling, plainest style.

Five or Six to page, Folio ... $1.75
Four to page, Flat Cap ..... 1.50
Three to page, Folio Post 4° 1.25
Two to page, Folio 6° ..... $ .75
One to page, Folio 12° ..... .50
For extra thick books, see Binding.

Order Book



Business Cards

## DETAILED ESTIMATES.

One Book, 18 lb M paper, Half Binding, Ordinary Form.

| Items. | 200 Orders. 12 to Folio. 1 to page 1 set. | 300 Orders. 12 to Folio. 2 to page 1 set. | 500 Orders. 12 to Folio. 3 to page 1 set. | 1000 Orders. 12 to Folio. 3 to page 1 set. | 1000 Orders. 12 to Folio. 6 to page 1 set. | 2000 Orders. 12 to Folio. 6 to page. 2 set. | 1000 Orders. 4 to Cap. 12 lb. 4 to page 1 set. |
|---|---|---|---|---|---|---|---|
| Paper, 18 lb. ..... | $ .20 | $ .30 | $ .50 | $1.00 | $1.00 | $2.00 | $1.00 |
| Composition ..... | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 4.00 | 2.00 |
| Presswork, Black Ink. | .70 | 1.50 | 2.40 | 3.75 | 5.25 | 4.00 | 4.25 |
| Binding, half, paper ... | .50 | .75 | 1.00 | 1.25 | 1.75 | 2.00 | 1.50 |
| Total..... | $3.40 | $4.55 | $5.90 | $8.00 | $10.00 | $12.00 | $8.75 |

# BUSINESS CARDS.

The prices made for all Cards under this heading are for the ordinary MERCANTILE ADDRESS Cards only. TAG Cards, or SHIPPING Cards will be priced at lower rates. FESTIVAL Cards, and all kinds of TICKETS, will be at higher rates, as may be seen in another part of this List.

## USUAL SIZES.

The sizes and numbers of card makers differ seriously. The No. 5 of one maker is sometimes smaller than the No. 4 of another. The numbered names should not be used without an examination of their dimensions. As it is necessary to assign sizes for the prices used in this book in the tables of Composition and Presswork, the following measurements are given. It is believed that they approximate closely to the sizes and numbers in most general use. Those who use different sizes, or designate them by different numbers, may alter the printed numbers in the tables of Composition and Presswork to suit the sizes or shapes they prefer.

| | | | |
|---|---|---|---|
| No. 1..... | $1\frac{1}{2} \times 2\frac{3}{4}$ inches. | No. 6..... | $2\frac{7}{8} \times 4\frac{7}{16}$ inches. |
| No. 2..... | $1\frac{5}{8} \times 3\frac{1}{16}$ inches. | No. 7..... | $3\frac{3}{16} \times 4\frac{7}{16}$ inches. |
| No. 3..... | $1\frac{15}{16} \times 3\frac{5}{16}$ inches. | No. 8..... | $3\frac{7}{16} \times 5\frac{1}{8}$ inches. |
| No. 4..... | $2\frac{3}{16} \times 3\frac{5}{8}$ inches. | No. 9..... | $3\frac{5}{8} \times 4\frac{15}{16}$ inches. |
| No. 5..... | $2\frac{7}{16} \times 4$ inches. | No. 10..... | $3\frac{3}{4} \times 5\frac{7}{8}$ inches. |

It is not considered expedient to introduce tables for the fractional sizes of $2\frac{1}{2}$, $3\frac{1}{2}$, etc., nor for square or oblong sizes that are in little request. Those who do use them, or any other odd sizes, can make specific prices therefor on the opposite pages.

## QUALITIES AND PRICES OF CARDS.

For convenience in making prices, Cards may be divided in two classes: Soft Surfaced and Hard Surfaced. These terms are not used by card manufacturers, but the necessity for such distinction is obvious, as an unequal amount of labor is required for each quality.

## COMPOSITION OF CARDS.

| Styles of Work. | Sizes 1 and 2. | Sizes 3 and 4. | Sizes 5 and 6. | Sizes 8 and 9. | Size 10. |
|---|---|---|---|---|---|
| Plainest style, Reprint copy. | $.25 | $.35 | $ | $ | $ |
| Ordinary style, Manuscript.. | .35 | .45 | | | |
| Fine card, Curved Lines, etc. | | | | | |
| Extra, many Curved Lines.. | | | | | |
| Many Brass Flourishes..... | | | | | |

**Soft Surfaces** include China, Satin, India, and the common qualities of Blanks or Printers', all of which have a **soft,** dull, unfinished surface, and, when well made, may be printed as readily as paper.

**Hard Surfaces** are Porcelain, Enamelled, Post Board, Bristol Board, Ivory, Ivory-surfaced, etc., all of which have a **hard** polished face, and require newer type, and much more care in making-ready and in presswork.

The prices for each quality will be found in the following pages, and are the prices of **good** stock. Inferior stock may be priced at lower rates.

## COMPOSITION.

The prices of the following table are graduated to give an increasing price with increasing sizes. There may be cases in which a larger size need not compel a higher charge for composition, but they are too trivial to merit a specific exception. This rule will hold good—the larger the card, the more the labor—even when the number of lines is the same on either size.

The prices are graduated to give an increase with every other larger size. Strict exactness would have required it with every size, but too many rates are confusing. Those who wish it, may make a nicer division on the opposite pages.

The five classifications of styles of work, from Plain Reprint to an Elaborated Flourished Card, should be sufficient for general use. It must be admitted, however, that the composition of Cards is, of all work, most difficult to price with exactness. Competition and a general demand have made prices low; the prevalence of fine copper-plate and lithographic cards have given the public critical tastes; and the rapid introduction of novelties by type-founders has made composition both difficult and expensive.

The prices affixed to each classification are for the usual amounts of work. They are not the highest prices. An excess of Pearl or Diamond type, Combination Borders in panels, a profusion of Overlapping Curves, and other details, may justify more than double price.

There is, probably, no kind of job work in which there is such an unequal amount of labor. There are business cards that may be composed neatly and satisfactorily within half an hour; others may occupy the time of an expert workman five or ten hours. Above all other work, the satisfactory composition of a card is a matter of taste—not always the disciplined taste of a compositor, but rather the uneducated taste of the customer, whose notions are seldom clearly expressed, and too often are quite impracticable. When a price has to be made, as is often the case, for suiting such a taste, without any allowance for subsequent alterations, the prices here given for ordinary work are really not enough. It is not considered judicious, however, to make them any higher. It would be well, however, for every printer to acquaint his customer, on the taking of his order, that in purchasing a business card he buys only a stipulated amount of labor in composition, and that all excess in the way of alterations for fancied improvements are properly an extra charge.

## COMPOSITION OF CARDS.

| Styles of Work. | Sizes 1 and 2. | Sizes 3 and 4. | Sizes 5 and 6. | Sizes 8 and 9. | Size 10. |
|---|---|---|---|---|---|
| Plainest style, Reprint copy. | $ .50 | $ .75 | $ .75 | $1.00 | $1.00 |
| Ordinary style, Manuscript. | .75 | 1.00 | 1.25 | 1.50 | 1.75 |
| Fine card, Curved Lines, etc. | 1.00 | 1.50 | 2.00 | 2.25 | 3.00 |
| Extra, many Curved Lines. | 1.50 | 2.00 | 2.50 | 3.00 | 4.50 |
| Many Brass Flourishes ..... | 2.00 | 2.50 | 3.00 | 3.50 | 4.00 |

Irregular shapes at the price of the nearest size in the table.

BE R 500

| Quality of Card and Ink. | Sizes 1 and 2. | Sizes 3 and 4. | Sizes 5 and 6. | Sizes 8 and 9. | Size 10. |
|---|---|---|---|---|---|
| Soft Surfaced, Black ink ... | $.50 | $.65 | $ | $ | $ |
| " " Blue ink ... | | | | | |
| " " Two Colors . | | | | | |
| Hard Surfaced, Black ink... | | | | | |
| " " Blue or Red. | | | | | |
| " " Two Colors. | | | | | |
| " " Gold Bronze. | | | | | |

## PRESSWORK OF CARDS PER ~~1000~~ 500.

For this branch of work also, increasing sizes make extra labor and increasing prices. The two qualities of Hard Surfaced and Soft Surfaced Cards make necessary another distinction in the rates. A Satin or Printer's Blank can be printed in less time, and at less expense, than a Satin Enamelled or Bristol Board. The difference should be much more than is made in the printed rates, but the prevailing prices do not warrant any greater distinction.

| Quality of Card and Ink. | Sizes 1 and 2. | Sizes 3 and 4. | Sizes 5 and 6. | Sizes 8 and 9. | Size 10. |
|---|---|---|---|---|---|
| Soft Surfaced, Black ink ... | $1.00 | $1.25 | $1.50 | $2.00 | $2.50 |
| " " Blue ink .... | 1.50 | 1.75 | 2.00 | 2.75 | 3.50 |
| " " Two Colors . | 3.00 | 3.50 | 4.25 | 5.00 | 6.00 |
| Hard Surfaced, Black ink... | 1.50 | 1.75 | 2.00 | 2.50 | 3.00 |
| " " Blue or Red. | 2.00 | 2.25 | 2.75 | 3.50 | 4.50 |
| " " Two Colors. | 3.50 | 4.00 | 5.00 | 6.50 | 8.00 |
| " " Gold Bronze. | 4.25 | 5.00 | 5.50 | 6.00 | 7.00 |

**One Hundred** may be rated at One-Fifth the price of one thousand. It is not enough, but it is all that usage will warrant. Every Additional Hundred, at One-Tenth the regular price per thousand. For Additional Thousands, see the prices in tables of Composition and Presswork in following pages.

**Printing Both Sides.** If done on two forms, double the price of presswork. If the amount of composition or labor of presswork is comparatively light for the second side, a trivial reduction may be made.

If both sides of a card are printed in one form, by one impression, as may be desirable on a large order of 5000 or over (as is possible only on Satin, Post Board or other card having the same finish on both sides), rate the composition and presswork as for a single card double the size. For example: 5000 No. 3 Satin Cards are worth for labor only, printed on one side, $5.00; on both sides, $10.00. If printed on both sides in one form, the size of the form would be about No. 7, for which the price would be $6.25. To this add $1.25 for extra labor in cutting apart.

**New and Delicate Type**, like Scripts and Ornamentals, when made ready with great care, and printed with the best of ink, without any trace of impression on the back, may be properly charged at double price.

**Wood Cuts**, properly made-ready, and as carefully printed, should be rated at not less than $4.00 per 1000, with the added cost of labor in making-ready. For sizes larger than No. 6, this rate should be increased.

**Ornamented Business Cards**, with curiously-bent and mitered Brass Rules, Engraved Monograms, Tint plates and Borders, with nicely registered and Overlapping Lines and Curves, and in a profusion of bright Colors and Gold Leaf or Bronze, are of too complex a nature to be analyzed and priced. Many of these Cards, especially those of interior and Western cities, are of great beauty and novelty. Fifty and Sixty Dollars per 1000 appear to be the prevailing prices for a card of such nature and about the size of a No. 5 Envelope.

The prices for Presswork are for Fair Work only, on forms of type. All work done on tint-blocks, or from large engravings, should be at advanced prices.

**Two Colors.** No distinction need be made in price between the presswork of cards printed in Red and Black, or in Red and Blue inks.

**Salesmen's Cards.** For composition and printing of name in red ink across the face of a card, on first hundred, $1.00; every added hundred, 10 cents.

**Alterations on Press** of names or places should be rated at 25 cents each.

Printers who do not buy Cut Cards, but cut them from the Boards, will find a Diagram upon a following page, which specifies the number of full Boards required for 1000 copies of every useful size of business cards.

# SIZES 1 AND 2.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| No. 1. | | No. 2. | |
|---|---|---|---|
| Thin Satin | $ | Thin Satin | $ |
| Satin | | Satin | |
| Thick Satin | | Thick Satin | |
| Extra-thick Satin | | Extra-thick Satin | |
| Colored Satin, thick | | Colored Satin, thick | |
| Thin Blanks | | Thin Blanks | |
| Ordinary Blanks | | Ordinary Blanks | |
| Extra Blanks | | Extra Blanks | |

## COMPOSITION AND PRESSWORK.

Composition rated at cents. Presswork in Black at $ per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |

For plain Reprint, deduct cents. For many Curved Lines, add cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 1. | | No. 2. | |
|---|---|---|---|
| Post Board | $ | Post Board | $ |
| Extra Post Board | | Extra Post Board | |
| Bristol Board, thin | | Bristol Board, thin | |
| Bristol Board, thick | | Bristol Board, thick | |
| Bristol Board, extra-thick | | Bristol Board, extra-thick | |
| Porcelain | | Porcelain | |
| Satin Enamelled | | Satin Enamelled | |
| Double Enamelled | | Double Enamelled | |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at c. Presswork in Black at $ per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |
| Gold Bronze | | | | | | | |

For plain Border, add cents. For ordinary Combination Border, add cents.

# SIZES 1 AND 2.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| No. 1. | | No. 2. | |
|---|---|---|---|
| Thin Satin | $ .60 | Thin Satin | $ .70 |
| Satin | .75 | Satin | .90 |
| Thick Satin | .90 | Thick Satin | 1.00 |
| Extra-thick Satin | 1.15 | Extra-thick Satin | 1.25 |
| Colored Satin, thick | 1.40 | Colored Satin, thick | 1.60 |
| Thin Blanks | .75 | Thin Blanks | .90 |
| Ordinary Blanks | 1.00 | Ordinary Blanks | 1.15 |
| Extra Blanks | 1.25 | Extra Blanks | 1.35 |

## COMPOSITION AND PRESSWORK.

Composition rated at 75 cents. Presswork in Black at $1.00 per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.00 | $ .10 | $1.15 | $1.40 | $1.75 | $1.35 | $1.00 |
| Blue or Red | 1.20 | .15 | 1.40 | 1.70 | 2.25 | 1.85 | 1.50 |
| Two Colors | 1.75 | .30 | 2.20 | 3.00 | 4.00 | 3.50 | 2.75 |

For plain Reprint, deduct 25 cents. For many Curved Lines, add 75 cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 1. | | No. 2. | |
|---|---|---|---|
| Post Board | $1.25 | Post Board | $1.40 |
| Extra Post Board | 1.40 | Extra Post Board | 1.60 |
| Bristol Board, thin | 1.50 | Bristol Board, thin | 1.90 |
| Bristol Board, thick | 2.00 | Bristol Board, thick | 2.30 |
| Bristol Board, extra-thick | 2.50 | Bristol Board, extra-thick | 2.80 |
| Porcelain | 1.00 | Porcelain | 1.15 |
| Satin Enamelled | 1.50 | Satin Enamelled | 1.75 |
| Double Enamelled | 2.75 | Double Enamelled | 3.00 |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at 75c. Presswork in Black at $1.50 per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.10 | $ .15 | $1.35 | $1.70 | $2.25 | $1.65 | $1.25 |
| Blue or Red | 1.25 | .20 | 1.60 | 2.00 | 2.75 | 2.12 | 1.80 |
| Two Colors | 2.00 | .35 | 2.60 | 3.40 | 4.50 | 4.00 | 3.50 |
| Gold Bronze | 1.50 | .45 | 2.20 | 3.25 | 5.00 | 4.50 | 4.00 |

For plain Border, add 25 cents. For ordinary Combination Border, add 75 cents.

# SIZES 3 AND 4.

## VALUE OF SOFT SURFACED CARDS PER 1000

| No. 3. | | No. 4. | |
|---|---|---|---|
| Thin Satin | $ | Thin Satin | $ |
| Satin | | Satin | |
| Thick Satin | | Thick Satin | |
| Extra-thick Satin | | Extra-thick Satin | |
| Colored Satin, thick | | Colored Satin, thick | |
| Thin Blanks | | Thin Blanks | |
| Ordinary Blanks | | Ordinary Blanks | |
| Extra Blanks | | Extra Blanks | |

## COMPOSITION AND PRESSWORK.

Composition rated at cents. Presswork in Black at $ per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000 |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |

For plain Reprint, deduct cents. For many Curved Lines, add cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 3. | | No. 4. | |
|---|---|---|---|
| Post Board | $ | Post Board | $ |
| Extra Post Board | | Extra Post Board | |
| Bristol Board, thin | | Bristol Board, thin | |
| Bristol Board, thick | | Bristol Board, thick | |
| Bristol Board, extra-thick | | Bristol Board, extra-thick | |
| Porcelain | | Porcelain | |
| Satin Enamelled | | Satin Enamelled | |
| Double Enamelled | | Double Enamelled | |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at $ Presswork in Black at $ per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |
| Gold Bronze | | | | | | | |

For plain Border, add cents. For ordinary Combination Border, add cents.

# SIZES 3 AND 4.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| No. 3. | | No. 4. | |
|---|---|---|---|
| Thin Satin | $ .90 | Thin Satin | $1.10 |
| Satin | 1.05 | Satin | 1.30 |
| Thick Satin | 1.25 | Thick Satin | 1.55 |
| Extra-thick Satin | 1.65 | Extra-thick Satin | 1.95 |
| Colored Satin, thick | 2.00 | Colored Satin, thick | 2.50 |
| Thin Blanks | 1.00 | Thin Blanks | 1.20 |
| Ordinary Blanks | 1.25 | Ordinary Blanks | 1.55 |
| Extra Blanks | 1.55 | Extra Blanks | 1.80 |

## COMPOSITION AND PRESSWORK.

Composition rated at 75 cents. Presswork in Black at $1.25 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.00 | $ .12 | $1.20 | $1.50 | $2.00 | $1.50 | $1.20 |
| Blue or Red | 1.25 | .18 | 1.60 | 1.85 | 2.50 | 2.00 | 1.60 |
| Two Colors | 2.25 | .35 | 2.70 | 3.25 | 4.50 | 3.75 | 3.00 |

For plain Reprint, deduct 25 cents. For many Curved Lines, add 75 cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 3. | | No. 4. | |
|---|---|---|---|
| Post Board | $1.90 | Post Board | $2.25 |
| Extra Post Board | 2.10 | Extra Post Board | 2.50 |
| Bristol Board, thin | 2.25 | Bristol Board, thin | 2.75 |
| Bristol Board, thick | 3.00 | Bristol Board, thick | 3.75 |
| Bristol Board, extra-thick | 4.00 | Bristol Board, extra-thick | 4.65 |
| Porcelain | 1.75 | Porcelain | 2.10 |
| Satin Enamelled | 2.20 | Satin Enamelled | 2.75 |
| Double Enamelled | 4.00 | Double Enamelled | 5.25 |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at $1.00. Presswork in Black at $1.75 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.35 | $ .17 | $1.60 | $2.00 | $2.75 | $2.15 | $1.50 |
| Blue or Red | 1.50 | .22 | 1.80 | 2.40 | 3.25 | 2.50 | 2.00 |
| Two Colors | 2.40 | .40 | 3.00 | 3.75 | 5.00 | 4.25 | 3.75 |
| Gold Bronze | 2.00 | .50 | 2.75 | 4.00 | 6.00 | 5.00 | 5.00 |

For plain Border, add 25 cents. For ordinary Combination Border, add 75 cents.

# SIZES 5 AND 6.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| No. 5. | | No. 6. | |
|---|---|---|---|
| Thin Satin | $ | Thin Satin | $ |
| Satin | | Satin | |
| Thick Satin | | Thick Satin | |
| Extra-thick Satin | | Extra-thick Satin | |
| Colored Satin, thick | | Colored Satin, thick | |
| Thin Blanks | | Thin Blanks | |
| Ordinary Blanks | | Ordinary Blanks | |
| Extra Blanks | | Extra Blanks | |

## COMPOSITION AND PRESSWORK.

Composition rated at $ Presswork in Black at $ per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |

For plain Reprint, deduct cents. For many Curved Lines, add cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 5. | | No. 6. | |
|---|---|---|---|
| Post Board | $ | Post Board | $ |
| Extra Post Board | | Extra Post Board | |
| Bristol Board, thin | | Bristol Board, thin | |
| Bristol Board, thick | | Bristol Board, thick | |
| Bristol Board, extra-thick | | Bristol Board, extra-thick | |
| Porcelain | | Porcelain | |
| Satin Enamelled | | Satin Enamelled | |
| Double Enamelled | | Double Enamelled | |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at $ Presswork in Black at $ per 1000.

To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |
| Gold Bronze | | | | | | | |

For plain Border, add cents. For ordinary Combination Border, add cents.

# SIZES 5 AND 6.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| No. 5. | | No. 6. | |
|---|---|---|---|
| Thin Satin | $1.40 | Thin Satin | $1.80 |
| Satin | 1.75 | Satin | 2.10 |
| Thick Satin | 2.20 | Thick Satin | 2.62 |
| Extra-thick Satin | 2.75 | Extra-thick Satin | 3.25 |
| Colored Satin, thick | 3.30 | Colored Satin, thick | 3.80 |
| Thin Blanks | 1.60 | Thin Blanks | 2.00 |
| Ordinary Blanks | 2.20 | Ordinary Blanks | 2.60 |
| Extra Blanks | 2.50 | Extra Blanks | 3.00 |

## COMPOSITION AND PRESSWORK.

Composition rated at $1.00. Presswork in Black at $1.50 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.25 | $ .15 | $1.50 | $1.90 | $2.50 | $2.00 | $1.30 |
| Blue or Red | 1.50 | .20 | 1.80 | 2.25 | 3.00 | 2.50 | 1.75 |
| Two Colors | 2.40 | .45 | 3.00 | 4.25 | 5.25 | 4.25 | 3.25 |

For plain Reprint, deduct 25 cents. For many Curved Lines, add 50 cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 5. | | No. 6. | |
|---|---|---|---|
| Post Board | $3.10 | Post Board | $3.75 |
| Extra Post Board | 3.55 | Extra Post Board | 4.20 |
| Bristol Board, thin | 4.00 | Bristol Board, thin | 5.00 |
| Bristol Board, thick | 5.00 | Bristol Board, thick | 6.00 |
| Bristol Board, extra-thick | 6.25 | Bristol Board, extra-thick | 7.75 |
| Porcelain | 2.90 | Porcelain | 3.40 |
| Satin Enamelled | 3.30 | Satin Enamelled | 3.90 |
| Double Enamelled | 6.50 | Double Enamelled | 7.50 |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at $1.00. Presswork in Black at $2.00 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.40 | $ .20 | $1.70 | $2.20 | $3.00 | $2.50 | $1.60 |
| Blue or Red | 1.60 | .30 | 2.10 | 2.75 | 3.75 | 3.00 | 2.10 |
| Two Colors | 2.60 | .50 | 3.50 | 4.60 | 6.00 | 5.00 | 4.00 |
| Gold Bronze | 2.25 | .50 | 3.50 | 4.60 | 6.00 | 5.00 | 5.00 |

For plain Border, add 25 cents. For ordinary Combination Border, add 75 cents.

# SIZES 8 AND 9.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| No. 8. | | No. 9. | |
|---|---|---|---|
| Thin Satin | $ | Thin Satin | $ |
| Satin | | Satin | |
| Thick Satin | | Thick Satin | |
| Extra-thick Satin | | Extra-thick Satin | |
| Colored Satin, thick | | Colored Satin, thick | |
| Thin Blanks | | Thin Blanks | |
| Ordinary Blanks | | Ordinary Blanks | |
| Extra Blanks | | Extra Blanks | |

## COMPOSITION AND PRESSWORK.

Composition rated at $ Presswork in Black at $ per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |

For plain Border, add cents. For ordinary Combination Border, add cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 8. | | No. 9. | |
|---|---|---|---|
| Post Board | $ | Post Board | $ |
| Extra Post Board | | Extra Post Board | |
| Bristol Board, thin | | Bristol Board, thin | |
| Bristol Board, thick | | Bristol Board, thick | |
| Bristol Board, extra-thick | | Bristol Board, extra-thick | |
| Porcelain | | Porcelain | |
| Satin Enamelled | | Satin Enamelled | |
| Double Enamelled | | Double Enamelled | |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at $ Presswork in Black at $ per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | | |
| Two Colors | | | | | | | |
| Gold Bronze | | | | | | | |

For Extra Composition, add from $ to $

# SIZES 8 AND 9.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| No. 8. | | No. 9. | |
|---|---|---|---|
| Thin Satin | $2.50 | Thin Satin | $2.70 |
| Satin | 3.05 | Satin | 3.25 |
| Thick Satin | 3.75 | Thick Satin | 4.00 |
| Extra-thick Satin | 4.70 | Extra-thick Satin | 5.00 |
| Colored Satin, thick | 5.90 | Colored Satin, thick | 6.75 |
| Thin Blanks | 2.80 | Thin Blanks | 3.00 |
| Ordinary Blanks | 3.75 | Ordinary Blanks | 4.00 |
| Extra Blanks | 4.30 | Extra Blanks | 4.60 |

## COMPOSITION AND PRESSWORK.

Composition rated at $1.00. Presswork in Black at $2.00 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.40 | $ .20 | $1.70 | $2.20 | $3.00 | $2.50 | $1.60 |
| Blue or Red | 1.60 | .30 | 2.10 | 2.75 | 3.75 | 3.00 | 2.00 |
| Two Colors | 2.60 | .50 | 3.50 | 4.60 | 6.50 | 5.00 | 3.75 |

For plain Border, add 25 cents. For ordinary Combination Border, add 75 cents.

## VALUE OF HARD SURFACED CARDS PER 1000.

| No. 8. | | No. 9. | |
|---|---|---|---|
| Post Board | $5.45 | Post Board | $5.75 |
| Extra Post Board | 6.10 | Extra Post Board | 6.55 |
| Bristol Board, thin | 6.25 | Bristol Board, thin | 7.00 |
| Bristol Board, thick | 8.00 | Bristol Board, thick | 9.30 |
| Bristol Board, extra-thick | 11.50 | Bristol Board, extra-thick | 13.00 |
| Porcelain | 5.00 | Porcelain | 5.20 |
| Satin Enamelled | 5.75 | Satin Enamelled | 6.25 |
| Double Enamelled | 9.40 | Donble Enamelled | 10.00 |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at $1.50. Presswork in Black at $2.50 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $2.00 | $ .25 | $2.35 | $3.00 | $4.00 | $3.00 | $2.25 |
| Blue or Red | 2.20 | .35 | 2.70 | 3.60 | 5.00 | 3.75 | 2.75 |
| Two Colors | 3.00 | .65 | 4.00 | 5.60 | 8.50 | 7.00 | 5.00 |
| Gold Bronze | 2.50 | .60 | 3.25 | 4.50 | 7.50 | 6.50 | 5.00 |

For Extra Composition, add from $1.00 to $2.00.

# SIZE 10.

## VALUE OF SOFT SURFACED CARDS PER 1000.

| | | | |
|---|---|---|---|
| Thin Satin | $3.75 | Colored Satin, thick | $8.00 |
| Satin | 4.35 | Thin Blanks | 4.00 |
| Thick Satin | 5.30 | Ordinary Blanks | 5.30 |
| Extra Thick Satin | 6.85 | Extra Blanks | 6.25 |

## COMPOSITION AND PRESSWORK.

Composition rated at $1.00. Presswork in Black at $2.50 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.50 | $ .25 | $1.85 | $2.50 | $3.50 | $2.75 | $2.00 |
| Blue or Red | 1.75 | .35 | 2.25 | 3.15 | 4.50 | 3.50 | 3.00 |
| Two Colors | 2.25 | .60 | 3.20 | 4.60 | 5.50 | 5.00 | 4.00 |

For plain Border, add 25 cents. For ordinary Combination Border, add $1.00.

## VALUE OF HARD SURFACED CARDS PER 1000.

| | | | |
|---|---|---|---|
| Post Board | $8.15 | Bristol Board, extra thick | $16.00 |
| Extra Post Board | 9.35 | Porcelain | 7.50 |
| Bristol Board, thin | 9.80 | Satin Enamelled | 8.75 |
| Bristol Board, thick | 12.00 | Double Enamelled | 13.00 |

Tinted Enamelled at the same price as White.

## COMPOSITION AND PRESSWORK.

Composition rated at $2.00. Presswork in Black at $3.00 per 1000.
To find the full price for both cards and work, add the value of cards as given above.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000 |
|---|---|---|---|---|---|---|---|
| Black | $2.60 | $ .30 | $3.00 | $3.80 | $5.00 | $4.00 | $3.00 |
| Blue or Red | 2.90 | .45 | 3.60 | 4.75 | 6.50 | 5.00 | 4.00 |
| Two Colors | 3.60 | .80 | 4.75 | 6.70 | 9.50 | 8.50 | 7.00 |
| Gold Bronze | 3.40 | .70 | 4.40 | 6.00 | 8.00 | 7.00 | 6.00 |

For Extra Composition, add from $1.00 to $2.00.

Size 7 is so nearly that of size 6 that a special table of prices is considered unnecessary. Other varieties of Card work are priced on subsequent pages.


| | | | |
|---|---|---|---|
| For Show Cards | see page 235 | Ball Tickets | see page 275 |
| Restaurant Checks | " " 265 | Wedding Cards | " " 277 |
| Festival Tickets | " " 267 | Copper-plate Cards | " " 279 |
| Orders of Dancing | " " 269 | Insurance Notices | " " 201 |

## PRICES FOR PATENT DIRECTION LABELS.

| No. | Inches. | Per 1000. |
|---|---|---|
| 1 | 1¾ × 3⅛ | $ |
| 2 | 1⅞ × 3½ | |
| 3 | 2 × 3⅞ | |
| 4 | 2⅛ × 4¼ | |
| 5 | 2¼ × 4⅝ | |
| 6 | 2½ × 5 | |
| 7 | 2⅞ × 5⅜ | |
| 10 | 1¼ × 2¾ | $ |
| 11 | 1¼ × 3⅛ | |
| 12 | 1⅜ × 3½ | |
| 13 | 1⅝ × 4 | |
| 14 | 1⅞ × 4¼ | |
| 15 | 2⅛ × 4⅝ | |
| 16 | 2⅜ × 5 | |
| 17 | 2½ × 5⅜ | |

## SHIPPING CARDS ON MANILA STOCK.

| No. | Inches. | Per 1000. |
|---|---|---|
| 99 | 1⅞ × 3 | $ |
| 80 | 2⅛ × 3⅜ | |
| 63 | 2⅜ × 3⅞ | |
| 52 | 2½ × 4¼ | |
| 44 | 2¾ × 4½ | $ |
| 38 | 3 × 5 | |
| 32 | 3⅛ × 5¼ | |

## PRICES OF FOLDED TAGS PER 1000.

| Qualities. | 1½×3 inches. | 1½×4 inches. | 1½×5 inches. | 2×5 inches. | 2×6 inches. | 2½×5 inches. | 3×5 inches. | 3×6 inches. |
|---|---|---|---|---|---|---|---|---|
| Paper Parchment | $ | $ | $ | $ | $ | $ | $ | $ |
| Thin Cloth | | | | | | | | |
| Paper Cloth | | | | | | | | |
| Best Cloth and Genuine Parchment. | | | | | | | | |

## COMPOSITION.

Any size or quality, without proof or alterations..... $

## PRESSWORK IN BLACK INK.

| | |
|---|---|
| One Hundred..... $ | One Thousand..... $ |
| Three Hundred..... | Two Thousand..... |
| Five Hundred..... | Five Thousand..... |

## SHIPPING CARDS AND DIRECTION CARDS.

This is the commonest class of work. To be done with any hope of profit whatever, there must be no proof and no alterations, and the workmanship must be of the simplest character. If proof is shown and alterations made, or any supervision over the work is exacted, charge the prices for Business Cards of similar size.

### PRICES FOR PATENT DIRECTION LABELS.

| No. | Inches. | Per 1000. |
|---|---|---|
| 1 | 1¾ × 3⅛ | $2.50 |
| 2 | 1⅞ × 3½ | 3.00 |
| 3 | 2 × 3⅞ | 3.50 |
| 4 | 2⅛ × 4¼ | 3.75 |
| 5 | 2¼ × 4⅝ | 4.00 |
| 6 | 2½ × 5 | 4.75 |
| 7 | 2⅞ × 5⅜ | 5.50 |
| 10 | 1¼ × 2¾ | $2.25 |
| 11 | 1¼ × 3⅛ | 2.50 |
| 12 | 1⅜ × 3½ | 2.75 |
| 13 | 1⅝ × 4 | 3.00 |
| 14 | 1⅞ × 4¼ | 3.50 |
| 15 | 2⅛ × 4⅝ | 3.75 |
| 16 | 2⅜ × 5 | 4.25 |
| 17 | 2½ × 5⅜ | 5.00 |

These are the prices of unprinted Cards. For printed Cards, add the prices given for Composition and Presswork, as specified below.

### SHIPPING CARDS ON MANILA STOCK.

| No. | Inches. | Per 1000. |
|---|---|---|
| 99 | 1⅞ × 3 | $1.75 |
| 80 | 2⅛ × 3⅜ | 2.25 |
| 63 | 2⅜ × 3⅞ | 2.50 |
| 52 | 2½ × 4¼ | 3.00 |
| 44 | 2¾ × 4½ | $3.50 |
| 38 | 3 × 5 | 4.00 |
| 32 | 3⅛ × 5¼ | 4.50 |

### PRICES OF FOLDED TAGS PER 1000.

The Folded Tags are made either of stout glazed and sized cotton cloth, or of stout paper or parchment, firmly glued to the cloth, and are punched and eyeleted.

| Qualities. | 1½×3 inches. | 1½×4 inches. | 1½×5 inches. | 2×5 inches. | 2×6 inches. | 2½×5 inches. | 3×5 inches. | 3×6 inches. |
|---|---|---|---|---|---|---|---|---|
| Paper Parchment | $2.75 | $3.00 | $3.25 | $3.50 | $3.75 | $4.00 | $4.50 | $5.00 |
| Thin Cloth | 4.50 | 5.00 | 6.00 | 7.00 | 8.00 | 9.00 | 10.00 | 11.50 |
| Paper Cloth | 4.50 | 5.50 | 7.00 | 9.00 | 10.50 | 11.00 | 12.50 | 14.00 |
| Best Cloth and Genuine Parchment | 6.00 | 7.00 | 8.00 | 10.00 | 11.50 | 13.00 | 16.00 | 19.00 |

With strings attached, 50 cents additional.

The numbers, sizes, and qualities of the Cards specified on this page are entirely different from those of the ordinary manufacturers of white and colored printing cards. Shipping Cards and Tags are made of stronger and tougher stock—sometimes of Manila, sometimes of Manila middles only. They are punched, and eyeleted or guarded. They are to be had in variety of assortment chiefly of the special manufacturers.

### COMPOSITION.

Any size or quality, without proof or alterations ..... $ .50

### PRESSWORK IN BLACK INK.

| | | | |
|---|---|---|---|
| One Hundred | $ .25 | One Thousand | $1.00 |
| Three Hundred | .40 | Two Thousand | 2.00 |
| Five Hundred | .60 | Five Thousand | 4.00 |

## LITHOGRAPHED BUSINESS CARDS.

The prices for engraving should be accepted only as approximate prices. The size of the card, the amount of lettering, the nature of ornament required, as well as the ability of the designer and the exactions of the customer, are the items that make the price, and cannot be specified. No allowance is here made for any special engraving of portraits, views of buildings, or pictures of any kind.

ENGRAVING simplest possible form—about three lines in Script.....$3.00
" an ordinary business form, little lettering ..... 5.00
" an ordinary form, much lettering.....10.00
" an ornamented form.....15.00
" an elaborate form, ornamented initials, etc.....25.00
TRANSFERRING for a quarter board, 10 × 13 inches..... 3.00
PRINTING on a quarter board, Black.....per 100 impressions.... 2.50
" " " Red or Purple. " " .... 3.25
" " " Gold ..... " " .... 4.25
" " " Two Colors... " " .... 6.50

Any number less than 100 rates as 100.

### Impressions needed for 1000 Cards.

| | | | |
|---|---|---|---|
| Size 2..49 rates as 100.....$2.50 | | Size 5.. 84 rates as 100.....$2.50 | |
| 3..50 " " ..... | 2.50 | 6.. 94 " " ..... | 2.50 |
| 4..68 " " ..... | 2.50 | 7..112 ..... | 2.80 |

On sizes smaller than No. 6 there is no difference in price between 100 and 1000.

It is not practicable to get out as many single cards from a printed quarter board as from an unprinted whole board. A somewhat larger allowance of boards is necessary for 1000 lithographic cards than is usual for 1000 type printed cards.

## ESTIMATES IN DETAIL.

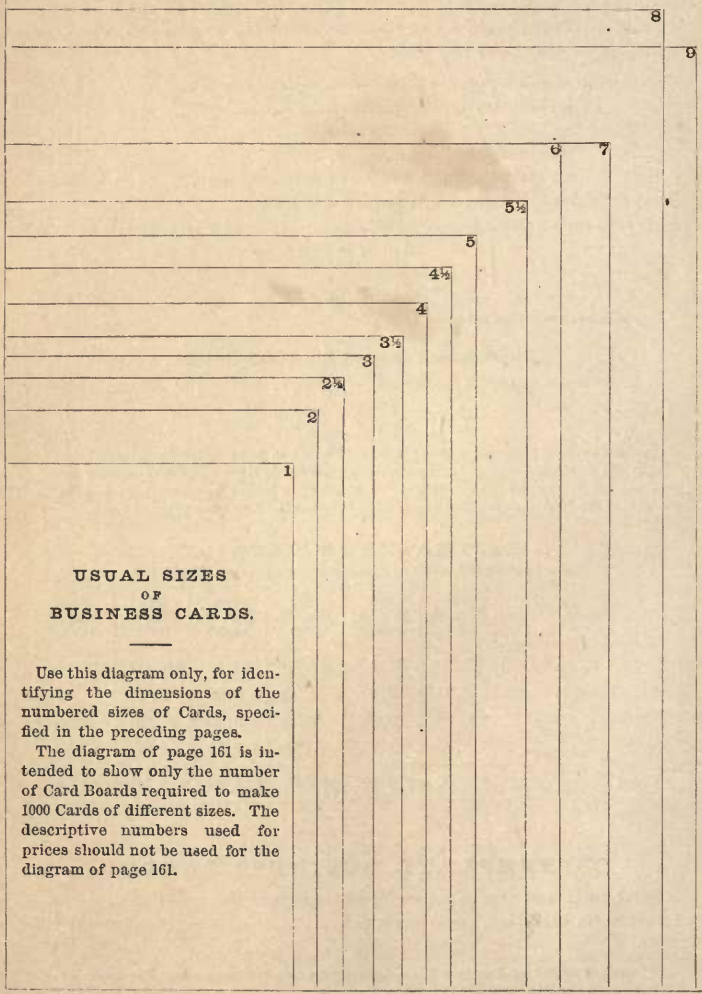
Extra Post Board, ordinary amount of engraving, Black ink.

| Items. | Size No. 4. 500. | Size No. 4. 1000. | Size No. 5. 500. | Size No. 5. 1000. | Size No. 6. 500. | Size No. 6. 1000. |
|---|---|---|---|---|---|---|
| Engraving..... | $7.50 | $7.50 | $8.50 | $8.50 | $10.00 | $10.00 |
| Transferring..... | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 |
| Printing..... | 2.50 | 2.50 | 2.50 | 2.50 | 2.50 | 2.80 |
| Cards..... | 1.37 | 2.75 | 1.87 | 3.75 | 2.25 | 4.50 |
| Total..... | $14.62 | $16.00 | $16.12 | $18.00 | $18.00 | $20.55 |

## COPPERPLATE BUSINESS CARDS.

For ENGRAVING use the prices for Lithographed Business Cards.
PRINTING in Black ink, small quantities.....per 100 $1.50
" " " orders of 1000..... " 1.10

For orders of 300 or less it will be cheaper to use copper plate. For an order of 1000 or more the lithographic process is cheaper.

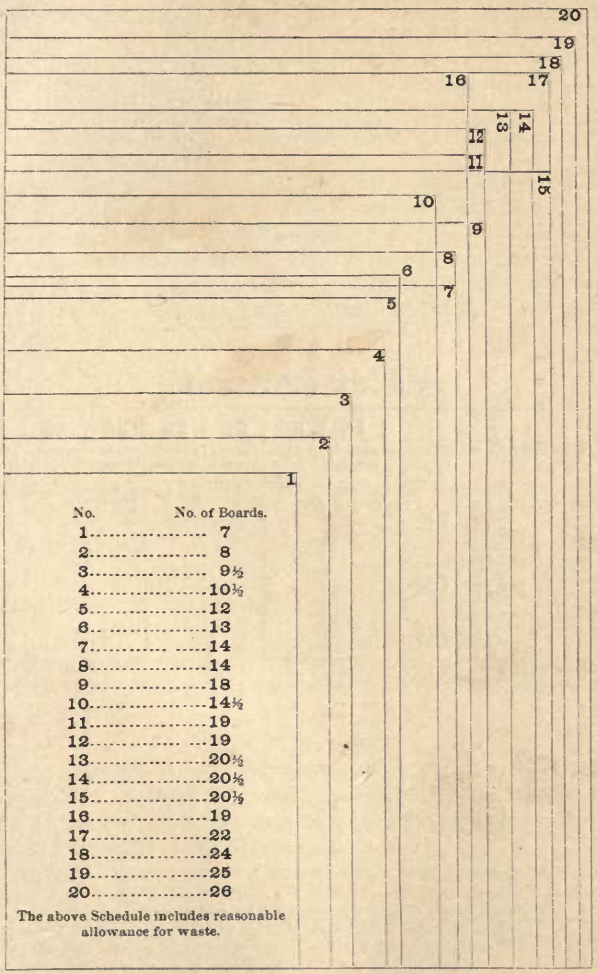



## USUAL SIZES OF BUSINESS CARDS.

Use this diagram only, for identifying the dimensions of the numbered sizes of Cards, specified in the preceding pages.

The diagram of page 161 is intended to show only the number of Card Boards required to make 1000 Cards of different sizes. The descriptive numbers used for prices should not be used for the diagram of page 161.

## Number of Boards Required for Different Sizes of Cards.




| No. | No. of Boards. |
|---|---|
| 1 | 7 |
| 2 | 8 |
| 3 | 9½ |
| 4 | 10½ |
| 5 | 12 |
| 6 | 13 |
| 7 | 14 |
| 8 | 14 |
| 9 | 18 |
| 10 | 14½ |
| 11 | 19 |
| 12 | 19 |
| 13 | 20½ |
| 14 | 20½ |
| 15 | 20½ |
| 16 | 19 |
| 17 | 22 |
| 18 | 24 |
| 19 | 25 |
| 20 | 26 |

The above Schedule includes reasonable allowance for waste.

This useful diagram, the design of Mr. L. B. Wilder, of Boston, shows the results of an economical cutting of the board. Those who are not experienced in cutting cards may find it necessary to add a board or more for some sizes.

The descriptive numbers in the schedule refer to the numbers of the diagram only. They are entirely different from the descriptive numbers used for prices.

## VALUE OF PAPER.

| Qualities of Paper. | 18 pounds to ream. | 20 pounds to ream. | 24 pounds to ream. | 28 pounds to ream. | 32 pounds to ream. | 36 pounds to ream | 40 pounds to ream. |
|---|---|---|---|---|---|---|---|
| N paper..per ream ..... | $ | $ | $ | $ | $ | | |
| " " ..per 1000 Checks | | | | | | | |
| M paper..per ream ..... | | | | | | | |
| " " ..per 1000 Checks | | | | | | | |
| Perfect...per ream ..... | | | | | | | |
| " ...per 1000 Checks | | | | | | | |

# CHECKS.

**Double Cap,** 17 × 28 inches, is the best size for a Check with broad stub or inner margin. For single books it is more used than any other shape.

**Flat Cap,** 14 × 17 inches, is sometimes used. It is more convenient to handle in printing, but it can be bound only by whip-stitching, and never can be made up in so neat and durable a form as the paper of double size.

**Check Folio,** 17 × 24 inches, is also used, but it gives a narrower inner margin. It is in limited request.

**Folio Post,** 17 × 22 inches, is the size preferred by banks for making books in large quantities. It allows a still narrower inner margin.

For Checks of unusual depth or width, DEMY, 16 × 21 inches, may be used. Like FLAT CAP, it can be bound only by whip-stitching.

The waste of paper on Check-books printed five or six to page from a single check, is greater than that of ordinary work, and may require an extra allowance.

## VALUE OF PAPER.

| Qualities of Paper. | 18 pounds to ream. | 20 pounds to ream. | 24 pounds to ream. | 28 pounds to ream. | 32 pounds to ream. | 36 pounds to ream | 40 pounds to ream. |
|---|---|---|---|---|---|---|---|
| N paper..per ream ..... | $5.40 | $6.00 | $7.20 | $8.40 | $9.60 | 10.80 | 12.00 |
| " " ..per 1000 Checks | 1.00 | 1.10 | 1.33 | 1.55 | 1.75 | 2.00 | 2.20 |
| M paper..per ream ..... | 6.30 | 7.00 | 8.40 | 9.80 | 11.20 | 12.60 | 14.00 |
| " " ..per 1000 Checks | 1.16 | 1.28 | 1.55 | 1.80 | 2.05 | 2.30 | 2.60 |
| Perfect...per ream ..... | 7.20 | 8.00 | 9.60 | 11.20 | 12.80 | 14.40 | 16.00 |
| " ...per 1000 Checks | 1.33 | 1.47 | 1.75 | 2.05 | 2.35 | 2.65 | 3.00 |

The prices per 1000 Checks are for Checks (with margin) twelve to sheet, or six to Folio page. When Checks five to page are wanted, add one-fifth to the prices.

## COMPOSITION.

The composition of one check, of ordinary size, in plain style, may be rated at $1.25. A check with wood cut, revenue-stamp-piece, ornamented end-piece, or any other work requiring alteration of measures and nice justification, should be rated at $1.75, or more.

For an order of 1000 Checks or less, it is customary to set but one; but for larger quantities, two or three may be set. For orders by the ream, it will be found more advantageous to electrotype five or six, especially where each re-composition would require the cutting of new rules, or the purchase of duplicate ornaments.

**The Electrotyping and Blocking** of a Check six to page, about 2½ × 7 inches, is worth $1.50; of a Check five to page, 3 × 7½ inches, $1.75.

**The Making-up** of a form of three electrotypes, with brass dollar-and-cent rules for back margin, should be 75 cents for a form of three, and $1.00 for a form of five or six Checks.

Loose Checks, without margin, may be taken at the rates given for Memorandum Billheads, on page 97.

## PRESSWORK OF CHECKS IN BLACK INK.

| Quantities. | One Check Set. | | | | | |
|---|---|---|---|---|---|---|
| | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 to page. | 6 to page. |
| One Hundred impressions..... | $ | $ | $ | $ | $ | $ |
| Every added Hundred..... | | | | | | |
| Five Hundred impressions..... | | | | | | |
| One Thousand impressions ..... | | | | | | |
| Every added Thousand..... | | | | | | |
| Five Quires of Double Cap, 12 to sheet, full size..... | | | | | | |
| Ten Quires of Double Cap ..... | | | | | | |
| One Ream of Double Cap..... | | | | | | |

## PRESSWORK OF CHECKS IN BLACK INK.

| Quantities. | Two Set. | | | Three Set. | | | 4, 5, or 6 Set. |
|---|---|---|---|---|---|---|---|
| | 2 to page. | 4 to page. | 6 to page. | 3 to page. | 5 to page. | 6 to page. | |
| One Hundred impressions. | $ | $ | $ | $ | $ | $ | $ |
| Every added Hundred.... | | | | | | | |
| Five Hundred impressions | | | | | | | |
| One Thousand impressions | | | | | | | |
| Every added Thousand... | | | | | | | |
| Five Quires of Dbl. Cap, 12 to sheet, full size.... | | | | | | | |
| Ten Quires of Double Cap | | | | | | | |
| One Ream of Double Cap. | | | | | | | |
| Every added Ream..... | | | | | | | |

## PRESSWORK OF CHECKS IN BLACK INK.

| Quantities. | One Check Set. | | | | | |
|---|---|---|---|---|---|---|
| | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 to page. | 6 to page. |
| One Hundred impressions..... | $ .50 | $1.00 | $1.20 | $1.50 | $1.75 | $2.00 |
| Every added Hundred..... | .20 | .25 | .30 | .35 | .40 | .40 |
| Five Hundred impressions..... | 1.25 | 2.00 | 2.40 | 2.90 | 3.25 | 3.60 |
| One Thousand impressions ..... | 2.00 | 3.00 | 3.75 | 4.25 | 4.75 | 5.25 |
| Every added Thousand..... | 2.00 | 2.50 | 2.75 | 3.20 | 3.60 | 4.00 |
| Five Quires of Double Cap, 12 to sheet, full size..... | 3.00 | 4.10 | 5.00 | .. | 6.00 | 7.00 |
| Ten Quires of Double Cap..... | 5.75 | 7.70 | 9.00 | .. | 10.50 | 11.50 |
| One Ream of Double Cap..... | 11.50 | 12.50 | 14.40 | .. | 19.20 | 23.00 |

**For Red, Blue, Green, or Brown Ink,** add one-fourth to these prices.
**For Carmine or Purple,** of best quality, add one-half to these prices.

## PRESSWORK OF CHECKS IN BLACK INK.

| Quantities. | Two Set. | | | Three Set. | | | 4, 5, or 6 Set. |
|---|---|---|---|---|---|---|---|
| | 2 to page. | 4 to page. | 6 to page. | 3 to page. | 5 to page. | 6 to page. | |
| One Hundred impressions. | $ .50 | $1.00 | $1.50 | $ .75 | $1.50 | $1.25 | $ .75 |
| Every added Hundred.... | .20 | .25 | .30 | .20 | .25 | .25 | .25 |
| Five Hundred impressions | 1.25 | 2.00 | 2.70 | 1.50 | 2.50 | 2.25 | 1.75 |
| One Thousand impressions | 2.00 | 3.00 | 4.00 | 2.50 | 3.50 | 3.25 | 3.00 |
| Every added Thousand... | 2.00 | 2.50 | 3.00 | 2.00 | 2.50 | 2.75 | 2.50 |
| Five Quires of Dbl. Cap, 12 to sheet, full size.... | 1.90 | 2.75 | 3.40 | 1.50 | 2.50 | 2.25 | 1.25 |
| Ten Quires of Double Cap | 3.00 | 4.25 | 5.25 | 2.50 | 3.50 | 3.25 | 2.00 |
| One Ream of Double Cap. | 5.75 | .. | 8.64 | 4.50 | 5.50 | 5.50 | 4.00 |
| Every added Ream..... | .. | .. | 7.50 | .. | .. | .. | 3.00 |

**For Red, Blue, Green, or Brown Ink,** add one-third to these prices.

**For Carmine or Purple Ink,** of best quality, on forms of two or four Checks, add one-half to these prices; on forms of five or six Checks, double price of Black.

**Checks in Two Colors.** For an ordinary form, rate the presswork of Red at one-half more than the price of Black, viz: The price of 500 Checks, 3 to page, 1 Check set up, in Black ink, is $2.40; Red ink, one-half more, is $3.60; total, $6.00. If Check is in Red and Blue, rate both colors at the price of Red, $3.60 each, or $7.20. This is for presswork only. For making-up the color-form, the price should vary with the time spent on it. Making-up one or three lines of name of bank only, would be fairly paid at 50 cents for the full form; but if the color-form includes border-rules or name in end-piece, the charge for making-up should be not less than 75 cents for each Check. If exact register is needed, $1.25 each, or more.

**Checks with Tinted Ground-work.** The special engraving of a Plain Flat Check-tint, on boxwood or type-metal, with ornamental marginal line only, may be rated at $3.00. **A Ruled Tint-block,** of any pattern, is worth $6.00 @ $7.00. The Cutting-in of Name, Initials, Monogram, or Lights to a Vignette, will be an

## BINDING OF SINGLE CHECK BOOKS.

Including ruling of marginal dollar-and-cent lines, on Check Folio or Double Cap.

Quarto, Three to page, quarter bound, cut flush, cheapest style.....$

Quarto, Three to page, half roan.....Paper sides, $ Cloth,

Folio, Five or Six to page, half roan.....Paper sides, Cloth,

If ruling is not required, deduct cents. If blue feint lines or unit lines are inserted, add cents. For side titles, or extra work, see Binding.

## PRESSWORK OF CHECKS FOR BANKS.

| Color of Ink. | One Ream. | Two Reams. per ream. | Three Reams. per ream. | Five Reams. per ream. |
|---|---|---|---|---|
| Black, ordinary quality..... | $ | $ | $ | $ |
| Blue, Green, Brown, or Ver. Red... | | | | |
| Lake Red or Ultramarine Blue..... | | | | |
| Carmine or Purple ..... | | | | |
| Black and Red, ordinary form..... | | | | |
| Black, with colored tint ground ..... | | | | |

additional expense of $3.00 or $6.00. The **Cutting-in of a Picture**, in plain or medallion style, from $10.00 to $30.00 additional. For small orders, it will be much cheaper to have this part of the work done on stone.

All Check-tints should be electrotyped and mounted on **solid metal bodies**, the charge for which, on a check of ordinary size, should be $3.50 each.

The **Presswork of Solid Tints**, on hard-sized paper, is especially troublesome, and should be rated at not less than double the price of Black ink.

The **Presswork of Ruled Tints** in large quantities may be taken at the rates given for ordinary type-work in Red or Blue, or about one-half more than Black.

## BINDING OF SINGLE CHECK BOOKS.

Including ruling of marginal dollar-and-cent lines, on Check Folio or Double Cap.

Quarto, Three to page, quarter bound, cut flush, cheapest style.....$1.25

Quarto, Three to page, half roan.....Paper sides, $1.75 Cloth, 2.00

Folio, Five or Six to page, half roan.....Paper sides, 2.50 Cloth, 2.75

If ruling is not required, deduct 50 cents. If blue feint lines or unit lines are inserted, add 50 cents. For side titles, or extra work, see Binding.

## NUMBERING CONSECUTIVELY.

This should be done on a paging machine before the book is bound. The price for printing 1000 single numbers on the check should be $1.00 per 1000; for printing double, on check and in the margin, $2.00 per 1000.

## REVENUE STAMPS.

This can be done only after the printing and before binding. The price is Two Cents for each stamp. For printing the stamps, 1¼ cents per page.

It is immaterial whether there are one, three, or six to page; the rate should be invariably 1¼ cents per page. Where the increased cost of presswork does not forbid, the Checks should be furnished printed five or six to page.

The usual price of Lithographers for printing and furnishing Revenue Stamps for Check Books is $22.00 per 1000; for Checks eight or ten to sheet, $23.00 per 1000.

## CHECKS FOR BANKS.

When Checks are ordered by the ream, in large quantities, they should be printed from electrotype plates. It will be more expensive to print from type.

**For Composition and Electrotyping a set of Six Plates**, 2½ × 7 inches, or a set of Five Plates, 3 × 7½ inches, the price should be $11 00, with extra charge for such extra composition as may be required.

**For a Set of Five or Six Electrotyped Margins**, to suit the above, feint-lined with dotted rule, $6.00 @ $9.00, according to size and time of composition.

**For Mortising Plates** to admit of change in name of bank or location, 25 cents.

**Making-up Marginal Rules**, on an order of one ream, should be rated at $1.00.

## PRESSWORK OF CHECKS FOR BANKS.

| Color of Ink. | One Ream. | Two Reams. per ream. | Three Reams. per ream. | Five Reams. per ream. |
|---|---|---|---|---|
| Black, ordinary quality..... | $4.00 | $3.00 | $2.50 | $2.00 |
| Blue, Green, Brown, or Ver. Red... | 5.00 | 4.00 | 3.50 | 3.00 |
| Lake Red or Ultramarine Blue..... | 6.00 | 5.00 | 4.50 | 4.00 |
| Carmine or Purple ..... | 8.00 | 7.00 | 6.00 | 6.00 |
| Black and Red, ordinary form..... | 10.00 | 8.00 | 7.00 | 6.00 |
| Black, with colored tint ground ..... | 10.00 | 8.00 | 7.00 | 6.00 |

## BINDING OF CHECK BOOKS FOR BANKS.

In quantities of Three Reams or more, including ruling.

| Styles of Binding. | Folio Post. 5 or 6 to pg. | Flat Cap. 4 to page. | Quarto Folio. 3 to page. | Sixth Folio. 3 to page. | Twelfth Folio. 1 to page. |
|---|---|---|---|---|---|
| Half-bound, paper sides each | $ | $ | $ | $ | $ |
| Quarter " " " " | | | | | |
| Stiff-lined Wrapper, paper... | | | | | |
| Plain Manila Wrapper..... | | | | | |
| Plain Marbled Wrapper..... | | | | | |

## BINDING OF CHECK BOOKS FOR BANKS.

In quantities of Three Reams or more, including ruling.

| Styles of Binding. | Folio Post. 5 or 6 to pg. | Flat Cap. 4 to page. | Quarto Folio. 3 to page. | Sixth Folio. 3 to page. | Twelfth Folio. 1 to page. |
|---|---|---|---|---|---|
| Half-bound, paper sides, each | $ .90 | $ .75 | $ .50 | $ .40 | $. 30 |
| Quarter " " " " | .50 | .45 | .30 | .20 | .15 |
| Stiff-lined Wrapper, paper... | .30 | .20 | .15 | .12 | .10 |
| Plain Manila Wrapper..... | .25 | .15 | .10 | .08 | .06 |
| Plain Marbled Wrapper..... | .20 | .12 | .08 | .07 | .05 |

## ESTIMATES IN DETAIL.

**One Book, in Black Ink, half-bound, paper sides. 32-pound M Double Cap.**

| Items. | 250 Checks. 3 to page. | 500 Checks. 3 to page. | 500 Checks. 5 to page. | 1000 Checks. 5 to page. | 1000 Checks. 6 to page. | 2000 Checks. 6 to page. 2 set. 2 Books. |
|---|---|---|---|---|---|---|
| Paper..... | $ .52 | $1.03 | $1.23 | $2.46 | $2.05 | $4.10 |
| Composition..... | 1.25 | 1.25 | 1.25 | 1.25 | 1.25 | 2.50 |
| Presswork..... | 1.65 | 2.40 | 3.25 | 4.75 | 5.25 | 4.00 |
| Binding and Ruling. | 2.00 | 2.00 | 2.75 | 2.75 | 2.75 | 5.50 |
| Total..... | $5.42 | $6.68 | $8.48 | $11.21 | $11.30 | $16.10 |
| Numbering Double. | .50 | 1.00 | 1.00 | 2.00 | 2.00 | 4.00 |
| Revenue Stamps ... | 5.00 | 10.00 | 10.00 | 20.00 | 20.00 | 40.00 |
| Printing Stamps.... | 1.00 | 2.10 | 1.25 | 2.50 | 2.10 | 4.20 |
| Total..... | $11.92 | $19.78 | $20.73 | $35.71 | $35.40 | $64.30 |

**One Book, in Colored Inks, half-bound, cloth sides, 36-pound Perfect paper.**

| Items. | 500 Checks. 3 to page. | 500 Checks. 5 to page. | 1000 Checks. 5 to page. | 1000 Checks. 6 to page. | 2000 Checks. 6 to page. 2 set. 2 Books. |
|---|---|---|---|---|---|
| Paper..... | $1.33 | $1.59 | $3.18 | $2.65 | $5.30 |
| Composition..... | 1.25 | 1.25 | 1.25 | 1.25 | 2.50 |
| Presswork, Black..... | 2.40 | 3.25 | 4.75 | 5.25 | 4.00 |
| " Carmine..... | 3.60 | 4.88 | 7.12 | 7.87 | 6.00 |
| Making-up Color Form..... | .75 | .75 | .75 | .75 | .75 |
| Binding and Ruling..... | 2.00 | 2.75 | 2.75 | 2.75 | 5.50 |
| Total..... | $11.33 | $14.47 | $19.80 | $20.52 | $24.05 |
| Numbering Double..... | 1.00 | 1.00 | 2.00 | 2.00 | 4.00 |
| Revenue Stamps..... | 10.00 | 10.00 | 20.00 | 20.00 | 40.00 |
| Printing Stamps..... | 2.10 | 1.25 | 2.50 | 2.10 | 4.20 |
| Total..... | $24.43 | $26.72 | $44.30 | $44.62 | $72.25 |

## LITHOGRAPHED CHECKS.

For the customary orders of books of 500 or 1000 Checks, lithographed work will not cost much more than that done by letter-press. In most cases, it will prove more satisfactory.

The same qualities, prices, and sizes of Paper that have already been given for Letter-press Checks on page 163, may be used for Lithographed Checks. When choice can be made, use highly-calendered papers, as they give the best impressions.

To the inexpert, the combinations of Engraving, Transferring, and Printing on Lithographed Checks are intricate. It will be necessary to give a careful study to the items of expense to fill an order with intelligence and economy.

| | | |
|---|---|---|
| ENGRAVING | Names of Firms or Locations, in Script.....each | $1.00 |
| " | " in plain Roman, or Roman outlined..... " | 1.62 |
| " | " in Roman, shaded..... " | 2.00 |
| " | " in plain Old English..... " | 1.62 |
| " | " in Old English, flourished..... " | 2.00 |
| " | " in Old English, shaded and flourished ..... " | 2.75 |
| " | " in Old English or Roman, clouded ..... " | 4.00 |
| " | Bank Titles, in Script..... " | 3.00 |
| " | " " in Roman or Old English, shaded .... " | 5.00 |
| " | " " in Fancy Roman or Old English ..... " | 7.50 |
| | Flat Tint, name stopped out..... " | 4.00 |
| | Waved or Ruled Tint, name stopped out ..... " | 6.00 |
| " | Medallion Tint, name stopped out ..... " | 10.00 |
| TRANSFERRING | Six Checks or less, on Flat Cap paper..... | 3.25 |
| " | " " " on Crown paper..... | 3.50 |
| " | Double Transfer, with tinted back-ground..... | 6.50 |
| " | Eight or Ten Checks, on a sheet of Cap ..... | 3.75 |
| PRINTING | in Black ink, ordinary form of 6, or less..per 100 impress. | 2.75 |
| " | in Blue, Green, or Brown ink, on Flat Cap, " " " | 3.00 |
| " | in Carmine or Purple ink.... " " " " | 3.25 |
| " | in Gold ..... " " " " | 4.25 |
| " | Checks with printed back-margin, extra .. " " " | 1.25 |
| " | Eight or Ten Checks, on Cap sheet, Black ..... | 3.00 |
| " | " " " " Blue, Green, Brown. | 3.25 |
| " | " " " " Purple or Carmine... | 3.75 |

Less than 100 impressions are rated as 100.

For printing Tinted work, or for printing on Bond or Bank Note paper, 30 cents per 100 impressions should be added to the above rates.

The stone upon which the work is engraved is the property of the lithographer, and cannot be claimed by the customer.

Lithographers who work for the trade furnish, free of special charge, any cut, ornament, or line, that they consider as part of their stock. Any special engraving, like a view of building or machine, a portrait or landscape, is a special extra charge. The same remark will apply to the name or location of any bank or banking firm (engraved only in plain Script, or Roman, or old English shaded), not in common use, and not a part of the general stock, the engraving of which is always an additional expense.

## ESTIMATES IN DETAIL.

**One Book, in Black Ink,** Half-bound, 32-pound M Double Cap, engraving of name only in Script, with and without Consecutive Numbers and Revenue Stamps.

| Items. | 300 Checks. 3 to page. | 600 Checks. 3 to page. | 600 Checks. 5 to page. | 1000 Checks. 5 to page. | 1000 Checks. 6 to page. | 2000 Checks. 5 to page. |
|---|---|---|---|---|---|---|
| Paper | $ .62 | $1.23 | $1.47 | $2.46 | $2.05 | 2 Books. $4.92 |
| Engraving Name | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Transferring | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 |
| Printing in Black | 2.75 A | 2.75 | 3.30 B | 5.50 C | 4.59 D | 11.00 |
| Binding Paper | 1.75 | 1.75 | 2.50 | 2.50 | 2.50 | 5.00 |
| Total | $9.37 | $9.98 | $11.52 | $14.71 | $13.39 | $25.17 |
| Numbering Double | .60 | 1.20 | 1.20 | 2.00 | 2.00 | 4.00 |
| Revenue Stamps | 6.00 | 12.00 | 12.00 | 20.00 | 20.00 | 40.00 |
| Printing Stamps | .75 | 1.25 | 1.50 | 2.50 | 2.10 | 5.00 |
| Total | $16.72 | $24.43 | $26.22 | $39.21 | $37.49 | $74.17 |

**A.** But 50 impressions are made, which are rated as 100.
**B.** On a Check 5 to page, 120 impressions are required.
**C.** This requires 200 impressions. **D.** This requires 167 impressions.
If name of bank is specially engraved, or other extra work is done, add its cost.

**One Book, with engraved Tint-ground,** Half-bound, 36-pound Perfect Double Cap, Name in Clouded Roman, with specially-engraved Bank Title.

| Items. | 600 Checks. 3 to page. | 600 Checks. 5 to page. | 1000 Checks. 5 to page. | 1000 Checks. 6 to page. | 2000 Checks. 5 to page. | 2000 Checks. 6 to page. |
|---|---|---|---|---|---|---|
| Paper | $1.59 | $1.90 | $3.18 | $2.65 | 2 Books. $6.36 | 2 Books. $5.30 |
| Engraving Name | 2.50 | 2.50 | 2.50 | 2.50 | 2.50 | 2.50 |
| " Special Title. | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| " Ruled Tint | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 | 6.00 |
| Double Transfer | 6.50 | 6.50 | 6.50 | 6.50 | 6.50 | 6.50 |
| Printing of Tint | 3.30 | 3.96 | 6.60 | 5.50 | 13.20 | 11.00 |
| " Black | 3.05 | 3.66 | 6.10 | 5.10 | 12.20 | 10.20 |
| Binding in Cloth | 2.00 | 2.75 | 2.75 | 2.75 | 5.50 | 5.50 |
| Total | $29.94 | $32.27 | $38.63 | $36.00 | $57.26 | $52.00 |

These estimates favor low prices, and are made to meet the views of close buyers. Strictly first-class work should be at higher rates, in which the time and trouble of the overseer should be considered as a leading item of expense. Checks are most troublesome pieces of work; they require more than usual care and responsibility, and at these printed prices yield but a trifling profit.

When a book of Checks, three to page, is wanted, of a size too large to be printed on a half-sheet of Cap, avoid waste of paper: use Flat Crown or Demy, and whip-stitch. If this is not satisfactory, add most of the value of the wasted paper, and double the usual charge for presswork, for, if printed but three to page, the Check will require double the usual number of impressions.

## VALUE OF PAPER.

| Qualities. | 16 pounds to ream. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. | 24 pounds to ream. | Thick and thin Bond Paper. |
|---|---|---|---|---|---|---|
| M paper, per ream.. | $ | $ | $ | $ | $ | $ |
| " 1000, 5 to p. | | | | | | |
| Perfect, per ream .. | | | | | | |
| " 1000, 5 to p. | | | | | | |

## PRESSWORK OF DRAFTS IN BLACK INK.

| Quantities. | One Note or Draft Set. | | | | | |
|---|---|---|---|---|---|---|
| | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 to page. | 6 to page. |
| One Hundred impressions..... | $ | $ | $ | $ | $ | $ |
| Every added Hundred..... | | | | | | |
| Five Hundred impressions..... | | | | | | |
| One Thousand impressions ..... | | | | | | |
| Every added Thousand..... | | | | | | |
| Five Quires of Folio Post, 10 or 12 to sheet, full size..... | | | | | | |
| Ten Quires of Folio Post..... | | | | | | |
| One Ream of Folio Post..... | | | | | | |

# DRAFTS AND PROMISSORY NOTES.

The size of form, quality of paper, and amount of labor are the same for both kinds of work. Prices are the same. Whenever the word Draft is used, Note will also be understood.

**Folio Post,** 17 × 22 inches, is the most useful size of paper. Extra size Folio, 18 × 23 or 19 × 23, will be a serviceable size for Drafts, Three to page. The usual size is Five to the folded page, or Ten to the sheet.

## VALUE OF PAPER.

| Qualities. | 16 pounds to ream. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. | 24 pounds to ream. | Thick and thin Bond Paper. |
|---|---|---|---|---|---|---|
| M paper, per ream.. | $4.80 | $5.40 | $6.00 | $6.60 | $7.20 | $15.00 |
| " 1000, 5 to p. | 1.06 | 1.20 | 1.32 | 1.45 | 1.60 | 3.30 |
| Perfect, per ream .. | 5.60 | 6.30 | 7.00 | 7.70 | 8.40 | 18.00 |
| " 1000, 5 to p. | 1.22 | 1.38 | 1.54 | 1.70 | 1.85 | 4.00 |

## COMPOSITION OF NOTES OR DRAFTS.

Ordinary form, with vignette and stub, or printed margin, each .....$2.00
Composition of one, and Electrotyping of five duplicates, with margin, 12.00

**Curved Lines,** Ornamental Check Ends, made up of small combination border, Ornamental Revenue-Stamp Pieces, Much Dotted Rule in margin, and all other work requiring extra composition, at extra price.

**For Engraving of Tint Block,** flat or ruled, and Electrotyping one or more duplicates, see Checks, page 165.

**Revenue Stamps,** and the Printing of Revenue Stamps, at same rate as Checks. See page 167. **Numbering Consecutively,** at same rates as Checks. See page 167.

## PRESSWORK OF DRAFTS IN BLACK INK.

| Quantities. | One Note or Draft Set. | | | | | |
|---|---|---|---|---|---|---|
| | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 to page. | 6 to page. |
| One Hundred impressions..... | $ .50 | $1.00 | $1.20 | $1.50 | $1.75 | $2.00 |
| Every added Hundred..... | .20 | .25 | .30 | .35 | .40 | .40 |
| Five Hundred impressions..... | 1.25 | 2.00 | 2.40 | 2.90 | 3.25 | 3.60 |
| One Thousand impressions ..... | 2.00 | 3.00 | 3.75 | 4.25 | 4.75 | 5.25 |
| Every added Thousand..... | 2.00 | 2.50 | 2.75 | 3.20 | 3.60 | 4.00 |
| Five Quires of Folio Post, 10 or 12 to sheet, full size..... | 2.40 | 3.50 | 5.00 | .. | 5.20 | 7.00 |
| Ten Quires of Folio Post..... | 4.80 | 6.00 | 9.00 | .. | 8.75 | 11.50 |
| One Ream of Folio Post..... | 9.60 | 11.00 | 14.40 | .. | 16.80 | 23.00 |

**For Colored Ink of any quality,** add one-fourth to these prices.
**One Hundred,** one to page, may be double price.
Prices of one, two, and five to page are for ten Drafts to sheet.
Prices of three and six to page are for twelve Drafts to sheet.

## PRESSWORK OF DRAFTS IN BLACK INK.

| Quantities. | Two Set. | | | Three Set. | | | 4, 5, or 6 Set. |
|---|---|---|---|---|---|---|---|
| | 2 to page. | 4 to page. | 6 to page. | 3 to page. | 5 to page. | 6 to page. | |
| One Hundred impressions. | | | | | | | |
| Every added Hundred.... | | | | | | | |
| Five Hundred impressions | | | | | | | |
| One Thousand impressions | | | | | | | |
| Every added Thousand... | | | | | | | |
| Five Quires of Folio Post } 10 or 12 to sheet, full size.... } | | | | | | | |
| Ten Quires of Folio Post.. | | | | | | | |
| One Ream of Folio Post.. | | | | | | | |
| Every added Ream..... | | | | | | | |

## PRESSWORK OF NOTES OR DRAFTS.

| Color of Ink. | One Ream. | Two Reams. per ream. | Three Reams. per ream. | Five Reams. per ream. |
|---|---|---|---|---|
| Black, ordinary quality..... | | | | |
| Blue, Green Brown, or Ver. Red ... | | | | |
| Lake Red or Ultramarine Blue..... | | | | |
| Carmine or Purple ... ..... | | | | |
| Black and Red, ordinary form.. .... | | | | |
| Black, with colored tint ground ..... | | | | |

## PRESSWORK OF DRAFTS IN BLACK INK.

| Quantities. | Two Set. | | | Three Set. | | | 4, 5, or 6 Set. |
|---|---|---|---|---|---|---|---|
| | 2 to page. | 4 to page. | 6 to page. | 3 to page. | 5 to page. | 6 to page. | |
| One Hundred impressions. | $ .50 | $1.00 | $1.50 | $ .75 | $1.50 | $1.25 | $ .75 |
| Every added Hundred.... | .20 | .25 | .30 | .20 | .25 | .25 | .25 |
| Five Hundred impressions | 1.25 | 2.00 | 2.70 | 1.50 | 2.50 | 2.25 | 1.75 |
| One Thousand impressions | 2.00 | 3.00 | 4.00 | 2.50 | 3.50 | 3.25 | 3.00 |
| Every added Thousand... | 2.00 | 2.50 | 3.00 | 2.00 | 2.50 | 2.75 | 2.50 |
| Five Quires of Folio Post (10 or 12 to sheet, full size....) | 1.90 | 2.75 | 3.40 | 1.50 | 2.50 | 2.25 | 1.25 |
| Ten Quires of Folio Post.. | 3.00 | 4.25 | 5.25 | 2.50 | 3.50 | 3.25 | 2.00 |
| One Ream of Folio Post.. | 5.75 | .. | 8.64 | 4.50 | 5.50 | 5.50 | 4.00 |
| Every added Ream..... | .. | .. | 7.50 | .. | .. | .. | 3.00 |

**For Red, Blue, Green, or Brown Ink,** add one-third to these prices.

**For Carmine or Purple Ink,** of best quality, on forms of two or four Drafts, add one-half to these prices; on forms of five or six Drafts, double price of Black.

**For Drafts or Notes in Two Colors,** or with Tinted Ground Work, same prices as those given for Checks on page 165.

## PRESSWORK OF NOTES OR DRAFTS.

| Color of Ink. | One Ream. | Two Reams. per ream. | Three Reams. per ream. | Five Reams. per ream. |
|---|---|---|---|---|
| Black, ordinary quality..... | $4.00 | $3.00 | $2.50 | $2.00 |
| Blue, Green, Brown, or Ver. Red... | 5.00 | 4.00 | 3.50 | 3.00 |
| Lake Red or Ultramarine Blue..... | 6.00 | 5.00 | 4.50 | 4.00 |
| Carmine or Purple ..... | 8.00 | 7.00 | 6.00 | 6.00 |
| Black and Red, ordinary form..... | 10.00 | 8.00 | 7.00 | 6.00 |
| Black, with colored tint ground ..... | 10.00 | 8.00 | 7.00 | 6.00 |

When Notes and Drafts for manufacturing stationers are printed ten to page upon a full sheet of Folio Post, the number of impressions is reduced one-half. For such cases these prices of Presswork should be reduced one-half. For orders of 20 reams and over, a further reduction may be made.

## BINDING OF SINGLE NOTE BOOK.

One to page, half-bound.....$ .50
Two to page, half-bound..... .60
Three to page, quarter-bound, cut flush, cheapest style ..... .75
Three to page, half-bound.....Paper sides, $1.00 Cloth, 1.25
Five or Six to page, half-bound.....Paper sides, 1.80 Cloth, 2.00

Prices for Binding Note and Draft Books are lower than for Check Books, because the paper is usually of smaller size, and does not require any special ruling.

## ESTIMATES IN DETAIL.

**One Book, in Black Ink,** Ordinary Compos., Half-bound, 20-lb Perfect paper.

| Items. | 100. 1 to page. | 250. 2 to page. | 500. 3 to page. | 500. 5 to page. | 1000. 3 to page. | 1000. 5 to page. |
|---|---|---|---|---|---|---|
| Paper | $ .15 | $ .39 | $ .77 | $ .77 | $1.54 | $1.54 |
| Composition | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Presswork | .50 | 1.37 | 2.40 | 3.25 | 3.75 | 4.75 |
| Binding | .50 | .60 | 1.00 | 1.75 | 1.00 | 1.75 |
| Total | $3.15 | $4.36 | $6.17 | $7.77 | $8.29 | $10.04 |

**For Colored Ink** of any quality, add one-fourth to the price of Presswork ; for One Hundred, One to page, double price.

PRINTING OF DRAWEE'S NAME ON DRAFT IN RED INK. For Composition of each address, 25 cents; for Presswork of first hundred impressions, $1.00; for every added hundred, 30 cents.

At these rates, the printing of Drawee's Name on 1000 Drafts, Three to page (3 set up), would be $2.20; on 1000 Drafts, Five to page (5 set up), would be $2.55.

## LITHOGRAPHED NOTES OR DRAFTS.

The Prices of Engraving, Transfer, and Printing are the same as for Checks. See page 171 for special prices, and page 173 for estimates for Revenue Stamps for Drafts, and Consecutive Numbering.

## ESTIMATES IN DETAIL.

**One Book, in Black Ink,** Plain Engraving, Half-bound, 20-lb Perfect paper.

| Items. | 300. 3 to page. | 500. 3 to page. | 500. 5 to page. | 750. 3 to page. | 1000. 3 to page. | 1000. 5 to page. |
|---|---|---|---|---|---|---|
| Eng. Drawer's Name | $1.00 | $1.00 | $1.00 | $1.00 | $1.00 | 1.00 |
| Eng. Drawee's Address | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Transfer | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 |
| Paper | .46 | .77 | .77 | 1.13 | 1.54 | 1.54 |
| Printing | 2.75 | 2.75 | 2.75 | 3.34 | 4.59 | 5.50 |
| Binding | 1.00 | 1.00 | 1.80 | 1.25 | 1.25 | 2.00 |
| Total | $10.46 | $10.77 | $11.57 | $11.97 | $13.63 | $15.29 |

The Drawee's Address is seldom engraved, and only on the order of banks or bankers. For ordinary mercantile work this item of $2.00 may be omitted.

When a broad stub or inner-margin is wanted, use 28-lb Double Cap, 17 × 28 inches, or 24-lb Check Folio, 17 × 24 inches.

When a book of Drafts, three to page, is wanted of a size too large to be printed six on a half-sheet of Folio, avoid waste of paper: use Extra-size Folio, 18 × 23, or 19 × 23 inches. If such paper cannot be procured, or is not satisfactory, print on ordinary Folio. Charge most of the value of the wasted paper, and double the usual charge for presswork, for, if the Draft is printed but three to page, it will require double the usual number of impressions.

Lithographed Drafts by the Ream at the same price as Checks. See page 172.

## VALUE OF PAPER.

| Demy, 16 × 21 inches. | Per Ream. | Per Quire, Quarto. | Medium, 18 × 23 inches. | Per Ream. | Per Quire, Quarto. |
|---|---|---|---|---|---|
| Perfect, 28 pounds.. | $ | $ | Perfect, 32 pounds.. | $ | $ |
| Good or M..... | | | Good or M..... | | |
| Common or N..... | | | Common or N..... | | |
| Perfect, 25 pounds.. | | | Perfect, 28 pounds.. | | |
| Good or M..... | | | Good ..... | | |
| Common or N..... | | | Common ... ..... | | |

RED BLOTTING for interleaving should be rated at 12 cents per quire.

# MONEY RECEIPTS IN BOOKS.

**Loose Receipts** may be taken at the prices given on page 97 for Memorandum Billheads. The amount of work and method of working are the same.

If an **Engraved Lithographed Receipt** is wanted, use the prices for Checks, Notes, and Drafts.

Money Receipts are made in two forms, entirely different in style of binding and printing.

RECEIPTS FOR MONEY PAID are plainly printed three on a page of Cap, Demy, or Medium Quarto, usually on both sides of the page, and strongly bound in sheep or Russia.

RECEIPTS FOR MONEY RECEIVED are either lithographed, or carefully set in enclosed rules, with an accompanying stub or end piece, and are printed Three on a page of Folio Post Quarto, or Five or Six on a page of Folio Post, and are cheaply bound.

## RECEIPTS FOR MONEY PAID.

**Demy,** 16 × 21 inches, and **Medium Writing,** 18 × 23 inches, are the papers most used. FLAT CAP, 14 × 17 inches, and ROYAL, 19 × 24 inches, are too seldom used to need special prices.

The shape is always Quarto; and the Receipts are seldom more or less than Three to page, and are printed on both sides of the leaf. Like all blank books they are made up in quires. The prices given are for quires.

### VALUE OF PAPER.

| Demy, 16 × 21 inches. | Per Ream. | Per Quire, Quarto. |
|---|---|---|
| Perfect, 28 pounds. | $14.00 | $ .35 |
| Good or M. | 11.20 | .28 |
| Common or N. | 8.40 | .21 |
| Perfect, 25 pounds. | 12.50 | .31 |
| Good or M. | 10.06 | .15 |
| Common or N. | 7.50 | .19 |

| Medium, 18 × 23 inches. | Per Ream. | Per Quire, Quarto. |
|---|---|---|
| Perfect, 32 pounds. | $16.00 | $ .40 |
| Good or M. | 12.80 | .32 |
| Common or N. | 9.60 | .24 |
| Perfect, 28 pounds. | 14.00 | .35 |
| Good | 12.20 | .28 |
| Common | 8.40 | .21 |

RED BLOTTING for interleaving should be rated at 12 cents per quire.

### COMPOSITION.

As usually preferred, the Receipt is perfectly plain, without end piece, stamp ornaments, or even cross rules, consisting merely of date-line, one line of type, and three dotted rules. For the composition of three such in

| | | | |
|---|---|---|---|
| Plainest Style, no rules | $1.50 | Stamp Ornaments, etc. | $3.00 |
| With Rules and Initials | 2.00 | In Enclosed Rules | 4.50 |

### PRESSWORK.

Twenty-two sheets (quarto) are allowed as a quire, making 88 impressions to every quire. Three quires or less, printed on both sides (264 impressions), $1.00. Every added quire 25 cents. Colored ink, any color, one-half extra.

## BINDING OF QUARTO RECEIPT BOOKS.

| Styles of Binding. | Flat Cap Quarto. | Demy Quarto. | Medium Quarto. |
|---|---|---|---|
| Half-bound, Roan, Paper sides..... | $ | $ | $ |
| Half-bound, Russia, Muslin sides ..... | | | |
| Three-quarters-bound, Russia, Muslin sides..... | | | |
| Full-bound, Sheep, rough or smooth ..... | | | |
| Full-bound, Sheep, with Russia corners..... | | | |
| Full-bound, Russia..... | | | |

## VALUE OF PAPER PER 1000 RECEIPTS.

Allowing Ten Receipts to a sheet.

| Qualities. | 12 pounds to ream. | 14 pounds to ream. | 16 pounds to ream. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. |
|---|---|---|---|---|---|---|
| Good or M, at .. | $ | $ | $ | $ | | $ |
| Perfect, at ..... | | | | | | |
| Superior, at .... | | | | | | |

## BINDING OF QUARTO RECEIPT BOOKS.

| Styles of Binding. | Flat Cap Quarto. | Demy Quarto. | Medium Quarto. |
|---|---|---|---|
| Half-bound, Roan, Paper sides | $1.10 | $1.40 | $1.75 |
| Half-bound, Russia, Muslin sides | 1.50 | 2.00 | 2.40 |
| Three-quarters-bound, Russia, Muslin sides | 2.75 | 3.25 | 3.50 |
| Full-bound, Sheep, rough or smooth | 2.00 | 2.50 | 2.80 |
| Full-bound, Sheep, with Russia corners | 2.25 | 2.75 | 3.00 |
| Full-bound, Russia | 5.00 | 6.25 | 7.50 |

If interleaved with Red Blotting, add 25 cents per book for added labor of sewing.

## ESTIMATES IN DETAIL.

**One Book, Demy Quarto,** 28-lb M paper, Full-bound, Sheep, Russia Corners.

| Items. | 3 Quires. | 4 Quires. | 5 Quires. | 6 Quires. | 7 Quires. | 8 Quires. | 10 Quires. |
|---|---|---|---|---|---|---|---|
| Paper | $ .84 | $1.12 | $1.40 | $1.68 | $1.96 | $2.24 | $2.80 |
| Composition, plain | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 | 1.50 |
| Presswork, black | 1.00 | 1.25 | 1.50 | 1.75 | 2.00 | 2.25 | 2.50 |
| Binding | 2.75 | 2.75 | 2.75 | 2.75 | 3.00 | 3.20 | 3.60 |
| Interleaving and Paper | .60 | .73 | .85 | .97 | 1.09 | 1.21 | 1.45 |
| Total | $6.69 | $7.35 | $8.00 | $8.65 | $9.55 | 10.40 | 11.85 |

The price for a Quarto Medium Book of same style, would be 4 cents per quire additional for larger paper, and 25 cents per book for binding.

## RECEIPT BOOKS FOR MONEY RECEIVED.

**Folio Post,** 17 × 22 inches, is the most serviceable paper for a large Receipt, with stub or blank for memoranda, and **Flat Cap,** 14 × 17 inches, for a small Receipt. They are printed and bound with Two, Three, Five, or Six Receipts to the page. Like Notes, Drafts, and Checks, they are bound, and should be estimated for by the thousand, and not by the quire.

## VALUE OF PAPER PER 1000 RECEIPTS.

Allowing Ten Receipts to a sheet.

| Qualities. | 12 pounds to ream. | 14 pounds to ream. | 16 pounds to ream. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. |
|---|---|---|---|---|---|---|
| Good or M, at 30c | $ .80 | $ .93 | $1.06 | $1.20 | $1.32 | $1.45 |
| Perfect, at 35c | .94 | 1.10 | 1.25 | 1.40 | 1.55 | 1.70 |
| Superior, at 40c | 1.05 | 1.23 | 1.42 | 1.60 | 1.76 | 1.94 |

For Receipts Six to page, or Twelve to sheet, one-sixth less.
For Receipts on Flat Cap, use prices for Memorandum Billheads.

## COMPOSITION.

Plain form, in enclosed rules, no type work in stub or inner margin..$
Ordinary form, with vignette and type in stub.....
Ornamented form, with vignette, initials, etc..... @
Composition and Electrotyping of one set of five plates with stub....

## PRESSWORK IN BLACK INK.

| From One Receipt. | 1 to page. | 2 to page. | 3 to page. | 5 to page. | 6 to page. |
|---|---|---|---|---|---|
| One Hundred impressions... | $ | $ | $ | $ | $ |
| Every added Hundred..... | | | | | |
| Five Hundred impressions.. | | | | | |
| One Thousand impressions.. | | | | | |
| Every added Thousand..... | | | | | |

## BINDING.

| Sizes and Styles. | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 or 6 to page. |
|---|---|---|---|---|---|
| FLAT CAP. | | | | | |
| Quarter-bound, cut flush... | $ | $ | $ | $ | $ |
| Half-bound, paper sides..... | | | | | |
| Half-bound, muslin sides.... | | | | | |
| FOLIO POST. | | | | | |
| Quarter-bound, cut flush.... | | | | | |
| Half-bound, paper sides..... | | | | | |
| Half-bound, muslin sides.... | | | | | |

## COMPOSITION.

Plain form, in enclosed rules, no type work in stub or inner margin..$1.50
Ordinary form, with vignette and type in stub..... 2.00
Ornamented form, with vignette, initials, etc.....2.50 @ 3.50
Composition and Electrotyping of one set of five plates with stub.... 12.00

Orders are seldom given for a book of more than 1000 Receipts, for which it is not necessary to set up more than one Receipt. When printed from two or more Receipts, use prices for Presswork of Checks, on page 165.

## PRESSWORK IN BLACK INK.

| From One Receipt. | 1 to page. | 2 to page. | 3 to page. | 5 to page. | 6 to page. |
|---|---|---|---|---|---|
| One Hundred impressions... | $ .50 | $1.00 | $1.20 | $1.75 | $2.00 |
| Every added Hundred..... | .20 | .25 | .30 | .40 | .40 |
| Five Hundred impressions.. | 1.25 | 2.00 | 2.40 | 3.25 | 3.60 |
| One Thousand impressions.. | 2.00 | 3.00 | 3.75 | 4.75 | 5.25 |
| Every added Thousand..... | 2.00 | 2.50 | 2.75 | 3.60 | 4.00 |

**Colored Inks,** one-fourth more. One Hundred, One to page, double price.

**In Quantities.** When printed on Folio Post by the ream, use the prices given for Notes and Drafts, on page 177. If printed on Flat Cap, use the prices given for Memorandum Billheads, page 99.

## BINDING.

| Sizes and Styles. | 1 to page. | 2 to page. | 3 to page. | 4 to page. | 5 or 6 to page. |
|---|---|---|---|---|---|
| FLAT CAP. | | | | | |
| Quarter-bound, cut flush... | $ .30 | $ .50 | $ ... | $ .75 | $ ... |
| Half-bound, paper sides..... | .50 | .75 | ... | 1.25 | ... |
| Half-bound, muslin sides.... | .63 | .90 | ... | 1.50 | ... |
| FOLIO POST. | | | | | |
| Quarter-bound, cut flush.... | .30 | .50 | .60 | .75 | .75 |
| Half-bound, paper sides..... | .50 | .75 | 1.00 | 1.80 | 1.80 |
| Half-bound, muslin sides.... | .60 | 1.00 | 1.25 | 2.00 | 2.00 |

## ESTIMATES IN DETAIL.

**One Book, Black Ink,** Ordinary form, Half-bound, 20-pound Folio, Perfect.

| Items. | 250. 3 to page. | 250. 5 to page. | 500. 3 to page. | 500. 5 to page. | 1000. 5 to page. | 2000. 3 set. 5 to page. 2 Books. |
|---|---|---|---|---|---|---|
| Paper ..... | $ .39 | $ .39 | $ .78 | $ .78 | $1.55 | $3.10 |
| Composition ..... | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 6.00 |
| Presswork..... | 1.65 | 2.35 | 2.40 | 3.25 | 4.75 | 3.20 |
| Binding ..... | 1.00 | 1.80 | 1.00 | 1.80 | 1.80 | 3.60 |
| Total..... | $5.04 | $6.54 | $6.38 | $7.83 | $9.10 | $15.90 |

## VALUE OF PAPER PER 1000 CERTIFICATES.

| | | | |
|---|---|---|---|
| Perfect, 18 lb | $ | Exchange Folio | $ |
| " 20 lb | | Ordinary Bond | |
| " 22 lb | | Thick Bond | |

## COMPOSITION.

One Certificate, plainest style, with end piece and stub ..... $
Ordinary Certificate, with vignette, corners, etc .....
Extra work at additional price.

## PRESSWORK IN BLACK INK.

| | Two to page. | Four to page. | | Two to page. | Four to page. |
|---|---|---|---|---|---|
| One Hundred | $ | $ | Five Hundred | $ | $ |
| Every added 100 | | | One Thousand | | |

In Colored Ink, one-third more.

## BINDING.

| | | | |
|---|---|---|---|
| Half-bound, Two to page | $ | Half, Cloth, Two to page | $ |
| " " Four " | | " " Four " | |

# CERTIFICATES OF DEPOSIT.

**Folio Post,** 17 × 22 inches, is the best size. Certificates of Deposit are issued only by banks or bankers. The orders seldom exceed 1000 copies. They are printed Two or Four to the page of folded paper.

## VALUE OF PAPER PER 1000 CERTIFICATES.

| | | | |
|---|---|---|---|
| Perfect, 18 lb. 4 to page | $1.75 | Exchange Folio | $2.85 |
| " 20 lb. | 2.00 | Ordinary Bond | 4.00 |
| " 22 lb. | 2.25 | Thick Bond | 4.75 |

## COMPOSITION.

| | |
|---|---|
| One Certificate, plainest style, with end piece and stub | $2.50 |
| Ordinary Certificate, with vignette, corners, etc. | 4.00 |

Extra work at additional price.

## PRESSWORK IN BLACK INK.

| | Two to page. | Four to page. | | Two to page. | Four to page. |
|---|---|---|---|---|---|
| One Hundred | $ .80 | $1.30 | Five Hundred | $2.00 | $3.00 |
| Every added 100 | .30 | .40 | One Thousand | 3.50 | 5.00 |

In Colored Ink, one-third more.

## BINDING.

| | | | |
|---|---|---|---|
| Half-bound, Two to page | $1.00 | Half, Cloth, Two to page | $1.25 |
| " " Four " | 1.80 | " " Four " | 2.00 |

## ESTIMATES IN DETAIL.

**One Book, in Black Ink,** plainest style, 20-pound paper, Half Cloth.

| Items. | 250. 2 to page. | 250. 4 to page. | 500. 2 to page. | 500. 4 to page | 1000. 4 to page. | 2000. 4 to page. 2 set. |
|---|---|---|---|---|---|---|
| | | | | | | 2 Books. |
| Paper | $ .50 | $ .50 | $1.00 | $1.00 | $2.00 | $4.00 |
| Composition | 2.50 | 2.50 | 2.50 | 2.50 | 2.50 | 5.00 |
| Presswork | 1.25 | 1.90 | 2.00 | 3.00 | 5.00 | 5.00 |
| Binding | 1.25 | 2.00 | 1.25 | 2.00 | 2.00 | 4.00 |
| Total | $5.50 | $6.90 | $6.75 | $8.50 | $11.50 | $18.00 |

## LITHOGRAPHED CERTIFICATES.

| | |
|---|---|
| Engraving Name of Bank or Broker in Script | $3.00 |
| " " " " in Old English Black | 5.00 |
| " " " " in Ornamental letter | 7.50 |
| Transferring Four Certificates for half-sheet Folio | 3.25 |
| Printing in Black Ink, per 100 impressions | 2.75 |
| " in Carmine or Purple | 3.25 |

## VALUE OF PAPER PER 1000 CERTIFICATES.

| | |
|---|---|
| Perfect Writing, 12 lb..... | Exchange Cap..... |
| " " 14 lb..... | Ordinary Bond..... |
| " " 16 lb..... | Thick Bond..... |

## ESTIMATES IN DETAIL.

**One Book, in Black Ink,** Ordinary Engraving, Half Bound, 22-pound Paper.

| Items. | 250. 2 to page. | 250. 4 to page. | 500. 2 to page. | 500. 4 to page. | 1000. 4 to page. | 2000. 4 to page. |
|---|---|---|---|---|---|---|
| | | | | | | 2 Books. |
| Engraving Name... | $5.00 | $5.00 | $5.00 | $5.00 | $5.00 | $5.00 |
| Transfer..... | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 | 3.25 |
| Printing..... | 2.75 | 2.75 | 3.44 | 3.44 | 6.87 | 13.75 |
| Paper..... | .56 | .56 | 1.12 | 1.13 | 2.25 | 4.50 |
| Binding..... | 1.25 | 2.00 | 1.25 | 2.00 | 2.00 | 4.00 |
| Total..... | $12.81 | $13.56 | $15.06 | $14.82 | $19.37 | $30.50 |

If a Tinted Ground-work is wanted, add from $4.00 to $10.00 for Engraving, $3.25 for Transfer, and at the rate of $3.25 per 100 impressions for Printing.

For Consecutive Numbering, etc., see Checks, page 167.

# CERTIFICATES OF STOCK.

**Flat Cap,** 14 × 17 inches, is the most useful size. DEMY, 16 × 21 inches, is sometimes used. Certificates are usually printed one on the half-sheet, whip-stitched and bound in oblong shape. Two to the sheet is not unknown, but is not common.

Bond paper is always preferred. For Provisional Certificates, Exchange Cap or Perfect Writing papers may be acceptable.

## VALUE OF PAPER PER 1000 CERTIFICATES.

| | | | |
|---|---|---|---|
| Perfect Writing, 12 lb..... | $4.62 | Exchange Cap..... | $8.50 |
| " " 14 lb..... | 5.40 | Ordinary Bond..... | 10.00 |
| " " 16 lb..... | 6.16 | Thick Bond..... | 12.00 |

## COMPOSITION.

PLAINEST STYLE, without curved lines or vignette, with plain border and end-piece, with simple stub on inner margin, and the usual power of attorney at foot, should be $4.00.

ORDINARY STYLE, with curved head lines and vignette, with end-pieces jointed to border, and other usual work, and with the power of attorney printed on the back, $6.00.

SUPERIOR STYLE. When new cuts, borders, rules, or type are purchased expressly for the work, and much extra care is taken, the price should be not less than $7.50, and may be $10.00.

## PRESSWORK OF CERTIFICATES OF STOCK.

| Color of Ink. | 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. |
|---|---|---|---|---|---|---|
| Face Form, Black..... | $ | $ | $ | $ | $ | $ |
| " " Any other color .... | | | | | | |
| " " Two colors..... | | | | | | |
| Endorsement, Black..... | | | | | | |
| " Red ..... | | | | | | |

## BINDING OF CERTIFICATES OF STOCK.

Half Roan, One to page .....$
Half Russia, " " .....
Side Titles, extra.....

Half Roan, Two to page.....$
Half Russia, " " .....
Needling, extra .....

## PRESSWORK OF CERTIFICATES OF STOCK.

| Color of Ink. | 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. |
|---|---|---|---|---|---|---|
| Face Form, Black | $1.00 | $1.75 | $3.00 | $4.00 | $5.00 | $4.00 |
| " " Any other color | 1.75 | 2.75 | 4.50 | 6.00 | 7.50 | 6.00 |
| " " Two colors | 3.00 | 5.00 | 7.50 | 10.00 | 12.50 | 10.00 |
| Endorsement, Black | .50 | 1.00 | 1.50 | 2.00 | 2.50 | 2.00 |
| ". Red | .75 | 1.50 | 2.25 | 3.00 | 3.75 | 3.00 |

The above prices are for Presswork on Bond paper. For Provisional Certificates on ordinary Writing, the cost of presswork is not so great, and the prices may be reduced one-third.

If the Certificates are printed Two to a page add about one-fourth to these prices.

**Revenue Stamps** are 25 cents each. When furnished to the printer two on a page, the price for printing is 1¼ cents per page. The price is the same if sheet is furnished with but one to page.

## BINDING OF CERTIFICATES OF STOCK.

Half Roan, One to page .....$1.75 | Half Roan, Two to page.....$2.25
Half Russia, " " ..... 2.25 | Half Russia, " " ..... 3.00
Side Titles, extra..... .50@.75 | Needling, extra ..... .50

## ESTIMATES IN DETAIL.

| Items. | 100. Writing. Plain Style. Black Ink. Half B'nd. | 250. B'd Paper. Ord. Style. Black Ink. Half B'nd. | 500. B'd Paper. Ord. Style. Black Ink. Half B'nd. | 750. B'd Paper. Ord. Style. Black Ink. Half B'nd. | 1000. Thick B'd. Sup. Style. Red Ink. 2 to page. |
|---|---|---|---|---|---|
| Paper, Ordinary Bond | $ .54 | $2.50 | $5.00 | $7.50 | $12.00 |
| Composition | 4.00 | 6.00 | 6.00 | 6.00 | 7.50 |
| Presswork of Face | 1.00 | 1.75 | 3.00 | 4.00 | 7.50 |
| Presswork of Endorsement | .... | 1.00 | 1.50 | 2.00 | 2.50 |
| Binding | 1.75 | 1.75 | 1.75 | 1.75 | 3.00 |
| Total | $7.29 | $13.00 | $17.25 | $21.25 | $32.50 |

## LITHOGRAPHED CERTIFICATES OF STOCK.

ENGRAVING least amount of matter.....$20.00
TRANSFERRING for Flat Cap sheet, 14 × 17 inches ..... 4.50
" for Crown, 15 × 19 inches, or Demy, 16 × 21 inches. 5.60
PRINTING on Bond Paper, 14 × 17 inches, Black ink, per 100 impress. 4.25
" in Blue, Green, or Brown ink ..... " " " 4.60
" in Carmine or Purple ..... " " " 5.00
" on Bond Paper, 16 × 21 inches, Black ink, " " " 5.00
ENGRAVING ($7.50) and TRANSFER ($4.50) of a FLAT TINT, with Lights picked out, or Name or Monogram thereon, will be..... 12.00
PRINTING of such Tint, per 100 impressions, Flat Cap, $4.25; Demy 5.25

## VALUE OF PAPER PER 1000 COPIES.

| Sizes. | 18 pound N paper. $ | 20 pound M paper. $ | 22 pound P paper. $ | Sizes. | 18 pound N paper. $ | 20 pound M paper. $ | 22 pound P paper. $ |
|---|---|---|---|---|---|---|---|
| 10 to Folio..... | $ | $ | $ | 20 to Folio..... | $ | $ | $ |
| 12 to Folio..... | | | | 24 to Folio..... | | | |
| 15 to Folio..... | | | | 25 to Folio..... | | | |
| 18 to Folio..... | | | | 30 to Folio..... | | | |

## ESTIMATES IN DETAIL.

| Items. | 250. Least Eng. Black Ink. Half B'nd | 500. Usual Eng. Black Ink. Half B'nd. | 750. Extra Eng. Red Ink. Half B'nd. 2 to page. | 1000. Extra Eng. Red Ink. Half B'nd. 2 to page. | 1000. Much Eng. Two Colors Half B'nd. 2 to page. |
|---|---|---|---|---|---|
| Engraving | $20.00 | $25.00 | $30.00 | $30.00 | $40.00 |
| Transfer of Two Certificates | 4.50 | 4.50 | 4.50 | 4.50 | 8.00 |
| Paper | 2.50 | 5.00 | 7.50 | 10.00 | 10.00 |
| Printing Face on stone | 5.31 | 10.62 | 18.75 | 25.00 | 46.25 |
| Printing on Back by type | 2.00 | 3.00 | 3.50 | 4.00 | 4.00 |
| Binding | 1.75 | 1.75 | 2.25 | 2.25 | 3.00 |
| Total | $36.06 | $49.87 | $66.50 | $75.75 | $111.25 |

## STEEL PLATE CERTIFICATES.

ENGRAVING of One Certificate....$75.00 — PRINTING from 1 Plate, 1000 imp..$20.00
" of Two Certificates...120.00 — " " 2 Plates, " .. 25.00

# DEPOSIT TICKETS.

**Folio Post,** 17 × 22 inches, is the most useful size for making up Tickets for banks. Small orders may sometimes be cut to advantage out of FLAT CAP, FLAT LETTER, and EXTRA-SIZE FOLIO.

### Usual Sizes.

| $2\frac{5}{6}$ Inches wide, Strip.....One-sixth Folio. | | $3\frac{2}{5}$ Inches wide, Strip.....One-fifth Folio. | | $3\frac{1}{2}$ Inches wide, Strip.....One-fourth Cap | |
|---|---|---|---|---|---|
| To sheet. | Length. | To sheet. | Length. | To sheet. | Length. |
| 30 | $4\frac{1}{3}$ inches. | 25 | $4\frac{1}{3}$ inches. | 16 | $4\frac{1}{4}$ inches. |
| 24 | $5\frac{1}{2}$ " | 20 | $5\frac{1}{2}$ " | 12 | $5\frac{2}{3}$ " |
| 18 | $7\frac{1}{3}$ " | 15 | $7\frac{1}{3}$ " | 8 | $8\frac{1}{2}$ " |
| 12 | 11 " | 10 | 11 " | | |

## VALUE OF PAPER PER 1000 COPIES.

| Sizes. | 18 pound N paper. $5.00. | 20 pound M paper. $6.75. | 22 pound P paper. $8.50. | Sizes. | 18 pound N paper. $5.00. | 20 pound M paper. $6.75. | 22 pound P paper. $8.50. |
|---|---|---|---|---|---|---|---|
| 10 to Folio | $1.10 | $1.48 | $1.87 | 20 to Folio | $ .55 | $ .74 | $ .93 |
| 12 to Folio | .92 | 1.25 | 1.56 | 24 to Folio | .46 | .62 | .78 |
| 15 to Folio | .74 | 1.00 | 1.25 | 25 to Folio | .44 | .59 | .75 |
| 18 to Folio | .61 | .82 | 1.04 | 30 to Folio | .37 | .50 | .63 |

These are prices for quantities. Trivial orders should be at higher prices. For prices of Paper on Flat Cap, see Shipping Receipts, page 115.

## COMPOSITION AND ELECTROTYPING.

| One Ticket, with double dollar and cent column in brass rule. | Composition. | One Blocked Electrotype. |
|---|---|---|
| Sizes 10 and 12 to Folio | $ | $ |
| " 15 and 18 to Folio and 8 to Cap | | |
| " 20 and 24 to Folio and 12 to Cap | | |
| " 25 and 30 to Folio and 16 to Cap | | |

## RULING.

| | Flat Cap. | Folio Post. |
|---|---|---|
| Ordinary feint lining only per ream | $ | $ |
| With Red down lines and feint Blue, per ream | | |

## PRESSWORK IN BLACK INK.

| On a Quarter-sheet Folio, Or any smaller size. | | On a Half-sheet Folio, Or any larger size. | |
|---|---|---|---|
| One Hundred impressions | $ | One Hundred impressions | $ |
| Five Hundred " | | Five Hundred " | |
| One Thousand " | | One Thousand " | |
| Every added Thousand | | Every added Thousand | |

## COMPOSITION AND ELECTROTYPING.

| One Ticket, with double dollar-and cent column in brass rule. | Composition. | One Blocked Electrotype. |
|---|---|---|
| Sizes 10 and 12 to Folio | $2.00 | $1.60 |
| " 15 and 18 to Folio and 8 to Cap | 1.50 | 1.25 |
| " 20 and 24 to Folio and 12 to Cap | 1.25 | 1.00 |
| " 25 and 30 to Folio and 16 to Cap | 1.00 | .80 |

**Extra Composition**, such as the addition of an extra column for Discount or Gold, or the repetition of the line "Check," the full length of the line, should be at extra price.

**If New Rule** is cut to waste, charge half its cost.

COMPOSITION WITHOUT BRASS RULES. When three or more are set up for a large order, upon which red ruling has been done by ruling machine, the composition may be rated at 50 cents each.

## RULING.

| | Flat Cap. | Folio Post. |
|---|---|---|
| Ordinary feint lining only per ream | $ .75 | $1.10 |
| With Red down lines and feint Blue, per ream | 2.00 | 4.00 |

RULING RED AND FEINT LINES, on an order of 500 or less, 50 cents; for large quantities of mixed sizes, 60 cents per 1000; for large quantities of small sizes only, 75 cents per 1000.

## PRESSWORK IN BLACK INK.

| **On a Quarter-sheet Folio,** Or any smaller size. | | **On a Half-sheet Folio,** Or any larger size. | |
|---|---|---|---|
| One Hundred impressions | $ .50 | One Hundred impressions | $ .75 |
| Five Hundred " | 1.25 | Five Hundred " | 2.00 |
| One Thousand " | 2.00 | One Thousand " | 3.00 |
| Every added Thousand | 2.00 | Every added Thousand | 2.00 |

**For Colored Ink**, add one-third to these prices.

**Cutting-up and Packing** neatly in bundles of One Thousand, 15 cents per 1000.

## ESTIMATES IN DETAIL.

Size 15 to Folio.

| Items. | 250. Ruled Red and Feint. | 500. Ruled Red and Feint. | 1000. With Brass Rules. | 1000. Ruled Red and Feint. | 5000. With Brass Rules. | 5000. Ruled Red and Feint. | 20,000. With Brass Rules. 5 Electro. |
|---|---|---|---|---|---|---|---|
| Paper, 20 lb. M | $ .25 | $ .50 | $1.00 | $1.00 | $ 5.00 | $ 5.00 | $20.00 |
| Ruling | .50 | .50 | .. | 1.00 | .. | 3.00 | .. |
| Composition | .50 | .50 | 1.50 | .50 | 4.50 | 2.50 | 1.50 |
| Electrotyping | .. | .. | .. | .. | .. | .. | 6.25 |
| Presswork | .87 | 1.25 | 2.00 | 2.00 | 3.50 | 3.00 | 8.00 |
| Cutting and Packing | .. | .. | .. | .. | .. | .75 | 3.00 |
| Total | $2.12 | $2.75 | $4.50 | $4.50 | $13.00 | $14.25 | $38.75 |

**Electrotyping** is of no service in cheapening the cost of a first order. It is useful only in saving composition on future orders.

## VALUE OF PAPER.

| Qualities. | 14 pounds. | | 16 pounds. | | 18 pounds. | |
|---|---|---|---|---|---|---|
| | Per Ream. | Per 1000. | Per Ream. | Per 1000. | Per Ream. | Per 1000. |
| Perfect paper ..... | $ | $ | $ | $ | $ | $ |
| Good or M..... | | | | | | |
| Common or N..... | | | | | | |

# BANK NOTICES,

OR NOTICES OF PAYMENT OF NOTES.

**Flat Cap,** 14 × 17 inches, is the most useful shape of paper, and 24 mo. or 2⅓ × 4¼ inches, is the most common size. Inferior quality of paper is often acceptable. Orders are made only by banks, and usually for large quantities.

## VALUE OF PAPER.

| Qualities. | 14 pounds. | | 16 pounds. | | 18 pounds. | |
|---|---|---|---|---|---|---|
| | Per Ream. | Per 1000. | Per Ream. | Per 1000. | Per Ream. | Per 1000. |
| Perfect paper..... | $4.90 | $ .45 | $5.60 | $ .50 | $6.30 | $ .58 |
| Good or M..... | 4.20 | .39 | 4.80 | .43 | 5.40 | .49 |
| Common or N..... | 3.50 | .32 | 4.00 | .37 | 4.50 | .41 |

## COMPOSITION.

THE COMPOSITION OF FOUR NOTICES, or enough to fill a sixth sheet of Flat Cap, may be rated at $2.00. For a larger edition it may be judicious to set up eight. The composition of each shonld be 50 cents.

ELECTROTYPES, blocked, should be rated at 80 cents each; for large quantities, 70 cents.

## PRESSWORK.

A FORM OF EIGHT OR LESS, may be printed at the uniform rate of $2.00 per thousand impressions in Black ink. For Colored ink of ordinary quality, $3.00 per thousand impressions.

A FORM OF TWELVE OR MORE should be $3.00 for the first thousand impressions in Black ink, or at the uniform rate of $2.00 per thousand if in quantities of three thousand or more. For Colored ink of ordinary quality, $4.00 per thousand impressions.

## ESTIMATES IN DETAIL.

| Items. | 2000. 2 set. | 5000. 4 set. | 10,000. 6 set. | 20,000. 8 set. | 50,000. 12 set. | One Ream. 12 Electro. | Three Reams. 24 Electro. |
|---|---|---|---|---|---|---|---|
| Paper, 16 ℔ M. | $ .86 | $2.16 | $4.30 | $8.60 | $21.50 | $4.80 | $14.40 |
| Composition... | 1.00 | 2.00 | 3.00 | 4.00 | 6.00 | .50 | .50 |
| Electrotyping.. | .. | .. | .. | .. | .. | 8.40 | 16.80 |
| Presswork..... | 2.00 | 2.50 | 3.50 | 5.00 | 8.50 | 3.00 | 4.50 |
| Total..... | $3.86 | $6.66 | $10.80 | $17.60 | $36.00 | $16.70 | $36.20 |

In this case also, Electrotyping does not cheapen but adds to the expense of the first order. Its advantage can be secured only in the second edition.

## VALUE OF PAPER PER 1000 NOTICES.

| Qualities. | 8 pound Letter. | 10 pound Letter. | 12 pound Letter. | 14 pound Folio. | 16 pound Folio. | 18 pound Folio. | 20 pound Folio. |
|---|---|---|---|---|---|---|---|
| Perfect..... | $ | $ | $ | $ | $ | $ | $ |
| Good or M..... | | | | | | | |
| Ordinary or N ..... | | | | | | | |

## COMPOSITION.

Ordinary form, in plainest style.....$

Ornamented form, with Curves and Cut at head .....$ @

## PRESSWORK IN BLACK INK.

| Size of Form. | 100 impress. | 500 impress. | 1000 impress. | 2000 impress. per 1000. | 5000 impress. per 1000. | 10,000 impress. per 1000. |
|---|---|---|---|---|---|---|
| One Notice ..... | $ | $ | $ | $ | $ | $ |
| Two Notices..... | | | | | | |
| Four Notices ..... | | | | | | |
| Eight Notices..... | | | | | | |

# INSURANCE NOTICES.

NOTICES OF PAYMENTS DUE ON PREMIUMS FOR INSURANCE.

**Folio Post,** 17 × 22 inches, is the paper in most use. It is generally cut to Octavo, 5½ × 8½ inches, and trimmed to Note size. FLAT LETTER Quarto, 5 × 8 inches, is equally serviceable.

## VALUE OF PAPER PER 1000 NOTICES.

| Qualities. | 8 pound Letter. | 10 pound Letter. | 12 pound Letter. | 14 pound Folio. | 16 pound Folio. | 18 pound Folio. | 20 pound Folio. |
|---|---|---|---|---|---|---|---|
| Perfect | $1.80 | $2.20 | $2.65 | $1.53 | $1.80 | $1.98 | $2.20 |
| Good or M | 1.50 | 1.93 | 2.33 | 1.35 | 1.52 | 1.74 | 1.92 |
| Ordinary or N | 1.37 | 1.65 | 1.95 | 1.16 | 1.37 | 1.48 | 1.65 |

## COMPOSITION.

Ordinary form, in plainest style.....$1.25

Ornamented form, with Curves and Cut at head.....$2.00 @ 3.00

**Advertisement** on back, in plain type, should be measured and charged at the rate of $1.00 per 1000 ems.

## PRESSWORK IN BLACK INK.

| Size of Form. | 100 Impress. | 500 impress. | 1000 Impress. | 2000 impress. per 1000. | 5000 impress. per 1000. | 10,000 impress. per 1000. |
|---|---|---|---|---|---|---|
| One Notice | $ .50 | $1.25 | $2.00 | $2.00 | $2.00 | $1.75 |
| Two Notices | .60 | 1.60 | 2.50 | 2.25 | 2.00 | 2.00 |
| Four Notices | .75 | 2.00 | 3.00 | 2.50 | 2.25 | 2.00 |
| Eight Notices | 1.00 | 2.50 | 4.00 | 3.00 | 2.50 | 2.50 |

**Blue, Green, Brown, Vermilion Red,** or any ordinary color, one-half extra.

**Fine Red** or **Purple,** on small forms and short orders, double price. For large forms and large orders, and for presswork in two colors, use the prices made for Note Circulars, on page 125.

## ESTIMATES IN DETAIL.

**Ordinary Form, Black Ink,** on 16-lb M Folio.

| Items. | 100. 1 set. | 500. 1 set. | 1000. 1 set. | 3000. 2 set. | 6000. 2 set. | 10,000. 4 set. | 20,000. 8 Electros. |
|---|---|---|---|---|---|---|---|
| Composition | $1.25 | $1.25 | $1.25 | $2.50 | $2.50 | $5.00 | $1.25 |
| Paper | .16 | .76 | 1.52 | 4.56 | 9.12 | 15.20 | 30.40 |
| Electrotyping | .. | .. | .. | .... | .... | .... | 14.00 |
| Presswork | .50 | 1.25 | 2.00 | 3.37 | 6.75 | 6.25 | 7.50 |
| Total | $1.91 | $3.26 | $4.77 | $10.43 | $18.37 | $26.45 | $53.15 |
| Per Thousand | .. | .. | .. | $3.48 | $3.06 | $2.64 | $2.65 |

## VALUE OF CARDS PER 1000.

| Qualities. | No. 5 Envelope. | No. 6 Envelope. | Qualities. | No. 5 Envelope. | No. 6 Envelope. |
|---|---|---|---|---|---|
| Thick Double Cap Paper | $ | $ | Extra Post Board | $ | $ |
| Extra Blanks | | | Bristol Board, thin | | |
| Post Board | | | Bristol Board, thick | | |

## COMPOSITION.

Ordinary form, plain style, no border ..... $

With Border, Vignette, or other extra work ..... $ @

Advertisement, or List of Directors on back ..... @

ELECTROTYPING and BLOCKING, No. 5 envelope size ..... each

" " " No. 6 " " ..... "

## PRESSWORK.

| Color of Ink. | 100. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. | 10,000. per 1000. |
|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | |
| Fine Red | | | | | | |
| Carmine or Purple | | | | | | |
| Black and Red | | | | | | |

Electrotyping, in this case, is of advantage only in preserving composition for a second order. But if an ornamented form were used, in which composition is rated at $2.00 or $3.00, it would be of economy in first edition.

**Cutting and Packing** in counted bundles of One Thousand, 15 cents each.

**Printed Both Sides.** When printed by two forms, double price of presswork. If printed in same form, use table for next higher price of presswork, viz: If form of One Notice only is set up, and back is printed with it, let the charge for presswork be same as from Two Notices. If the form is of Two Notices, with back, make the price of presswork same as from Four Notices.

**Printing of an Agent's Name,** a single line, in Red ink, may be done, on an order of One Hundred, for $1.00; for every added Hundred, 10 cents.

**Alterations** of Names only, in straight line, 25 cents each; of Names and Locations, 40 cents each. For alterations of Names in curved lines, 75 cents each.

**Electrotyping, with Blocking,** of Notice, 4 × 7 inches, should be rated at $1.75.

## NOTICES ON CARDS.

**Usual Sizes.** To fit a No. 5 envelope, 3 × 5¼ inches, cutting 35 to a sheet of card-board, 22 × 28 inches. To fit a No. 6 envelope, 3¼ × 5¾ inches, cutting 27 to a sheet of card-board.

## VALUE OF CARDS PER 1000.

| Qualities. | No. 5 Envelope. | No. 6 Envelope. | Qualities. | No. 5 Envelope. | No. 6 Envelope. |
|---|---|---|---|---|---|
| Thick Double Cap Paper | $2.25 | $3.00 | Extra Post Board | $5.60 | $7.20 |
| Extra Blanks | 4.20 | 5.30 | Bristol Board, thin | 6.00 | 8.00 |
| Post Board | 5.00 | 6.40 | Bristol Board, thick | 7.50 | 9.60 |

## COMPOSITION.

| | |
|---|---|
| Ordinary form, plain style, no border | $1.50 |
| With Border, Vignette, or other extra work | $2.00 @ 3.00 |
| Advertisement, or List of Directors on back | 1.00 @ 2.00 |
| ELECTROTYPING and BLOCKING, No. 5 envelope size | each 1.10 |
| " " " No. 6 " " | 1.25 |

## PRESSWORK.

| Color of Ink. | 100. | 500. | 1000. | 2000. per 1000. | 5000. per 1000. | 10,000. per 1000. |
|---|---|---|---|---|---|---|
| Black | $ .50 | $1.50 | $2.50 | $2.25 | $2 00 | $1.75 |
| Blue | .75 | 2.00 | 3.00 | 2.75 | 2.50 | 2.00 |
| Fine Red | .75 | 2.25 | 3.50 | 3.00 | 2.75 | 2.50 |
| Carmine or Purple | 1.00 | 2.50 | 4.00 | 3.50 | 3.25 | 3.00 |
| Black and Red | 2.00 | 3.25 | 6.50 | 6.00 | 5.00 | 5.00 |

**Printing on Both Sides.** If by two impressions, double the price of presswork. If Face and Back are printed together (which method is recommended only for orders of 3000 or more), add one-third to the above prices.

**Fine Wood Cuts,** carefully made-ready and printed, should have the value of making-ready added.

**For Lithographed Work,** see prices on page 159.

## VALUE OF PAPER PER 1000 SHEETS.

| Qualities. | 16 pounds to ream. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. | 24 pounds to ream. | 28 pounds to ream. |
|---|---|---|---|---|---|---|
| M paper..... | $ | $ | $ | $ | $ | $ |
| Perfect paper.. | | | | | | |
| Super. Plated.. | | | | | | |

# POLICIES.

## FIRE INSURANCE.

**Flat Cap,** 14 × 17 inches, is used largely, both in flat and folded shape, for Policies of ordinary size. DEMY, 16 × 21 inches, flat, and FOLIO POST, 17 × 22 inches, folded, are used for large Policies. Paper is usually thick, and of best quality.

### VALUE OF PAPER PER 1000 SHEETS.

| Qualities. | 16 pounds to ream. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. | 24 pounds to ream. | 28 pounds to ream. |
|---|---|---|---|---|---|---|
| M paper.....30c. | $10.56 | $11.88 | $13.20 | $14.52 | $15.84 | $18.48 |
| Perfect paper..35c. | 12.32 | 13.86 | 15.40 | 16.94 | 18.48 | 21.56 |
| Super. Plated..40c. | 14.08 | 15.84 | 17.60 | 19.36 | 21.12 | 24.64 |

### COMPOSITION.

Styles of composition on Policies vary to a greater degree than on any other kind of work. Some are printed on a Small Flat Cap sheet, and do not contain 15,000 ems of measurable matter; others are spread over four pages of Folio Post, and contain more than 30,000 ems. Many have lithographed headings and endorsements. With such a variety of styles and matter, it is impracticable to give a specific price for even the simplest form. A just price may be made by a combination of the items, each of which, however, should be verified by special measurement.

MEASURABLE MATTER. For Agate and larger sizes, per 1000 ems, $1.00; for Pearl, $1.25; for Diamond, $1.50.

Pearl and Diamond should be electrotyped. If printed direct from type, on dry paper, add 25 cents per 1000 ems to above prices.

Policies cannot be measured by the rules of Book and Newspaper work. The blank spaces cannot be counted by the 1000 ems. Measurement should be confined to the type-work only, each size of type, when in any quantity, being counted by its own body.

**The General Heading,** when set in plain straight lines, may be rated at $1.00. If it contains one or more curved lines and a vignette, and careful composition is exacted, it cannot be rated at less than $2.00, and may be worth $3.00.

**The Agreement** (in Brevier), with the **Conditions of Insurance** (in Pearl or Diamond), at the foot of the page, contains from 9000 to 14,000 ems of matter, which should be measured, each size according to its own body, and the small type charged at $1.25 or $1.50 per 1000.

**The Transfers** should not be measured. If set in Script, with metal leaders, they may be rated at 75 cents each. If set in small Italic, with justified brass leader-rule, at $1.00 each. Sometimes they are very full, and $1.25 will be required.

**The Classifications of Hazards,** when printed on third page of a folded policy, run-in solid, may measure about 4500 ems. If set in columns, it will measure at least one-half more; if widely spread, it will measure more than 9000 ems. For both kinds of matter, price should be governed by the time consumed, more than by measurement of matter. For the solid matter, $1.00 per 1000 is too little; for the open matter, $1.00 per 1000 is too much. By Book rules, such work should be rated as column matter, at extra price, but it is impossible to get this advance.

**Conditions of Insurance,** on lower half of third page, may average 4000 ems; if leaded, 5000 or 6000 ems. This part of the work can be rated at $1.00 per 1000.

**A Plain Endorsement** may be rated at $1.00; if with curved head or much justified leader-rule, $2.00.

## PRESSWORK OF TWO FORMS.

| Color of Ink. | 100 copies. | 500 copies. | 1000 copies. | 2000 copies. per 1000. | 3000 copies. per 1000. | 5000 copies. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink ..... | $ | $ | $ | $ | $ | $ |
| Extra for Red on one side ..... | | | | | | |
| Extra for Red on both sides..... | | | | | | |

**Brass Rule Borders** are often used around pages and parts of pages. For a part of a page, a Brass Rule Border should be rated at not less than 50 cents; for a full page, $1.00. If cut to order from a specially-selected face, add half-cost of rule.

**Electrotyping and Blocking** of parts of Policies, in sections, should be rated at 6 cents per square inch.

**The Designing and Engraving of a Wood Cut** for a Policy Heading will cost about one-half more than similar work would on stone. Wood cuts are seldom used; they are rarely as well printed as similar work on stone, and will be found more economical only when printed in large quantities.

## PRESSWORK OF TWO FORMS.

| Color of Ink. | 100 copies. | 500 copies. | 1000 copies. | 2000 copies. per 1000. | 3000 copies. per 1000. | 5000 copies. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink | $2.00 | $4.00 | $7.00 | $6.00 | $5.00 | $4.00 |
| Extra for Red on one side | 1.50 | 2.50 | 4.00 | 3.00 | 3.00 | 3.00 |
| Extra for Red on both sides | 3.00 | 5.00 | 8.00 | 6.00 | 6.00 | 6.00 |

Prices for Red ink are for Border-rules or Display-rules, or for a Single Line or Paragraph in Red. If much color is used, or extra care is required for register, the prices should be higher.

## LITHOGRAPHED WORK.

**Headings of Policies** are frequently engraved and printed on stone. The value of the engraving will depend upon the amount of work, which is too variable to be priced specifically. For an ordinary Policy on Flat Cap folio, with engraved work on the heading of first page only, the charge for engraving should be $40.00. This sum should secure a carefully-engraved and ornamented head-line, with its usual adjuncts, and the use of a stock vignette. The designing and engraving of a special vignette will be an extra charge of not less than $20.00; if it is large or elaborate, it may be twice or thrice that sum. Special engraving on an endorsement is also an extra charge.

**Transfer of a Policy Heading**, one Transfer only, should be rated at $3.25.

**Printing of a Policy Heading** only on Flat Cap sheet, $1.75 per 100 Impressions. Printing of Heading and Endorsement on Flat Cap sheet, $2.75 per 100 Impressions.

## ESTIMATES IN DETAIL.

**Ordinary Composition,** estimated at 20,000 ems, 18-lb Perfect Flat Cap.

| Items. | 1000. Lithograph Heading. | 3000. Lithograph Heading. | 500. Type Heading. | 1000. Type Heading. | 3000. Type Heading. |
|---|---|---|---|---|---|
| Paper | $13.86 | $51.58 | $6.93 | $13.86 | $51.58 |
| Engraving by Lithography | 40.00 | 40.00 | .... | .... | .... |
| Transfer | 3.25 | 3.25 | .... | .... | .... |
| Lithographic Printing, $2.75 | 27.50 | 82.50 | .... | .... | .... |
| Composition | 20.00 | 20.00 | 22.00 | 22.00 | 22.00 |
| Presswork, Black ink | 7.00 | 15.00 | 4.00 | 7.00 | 15.00 |
| Ruling, plain | 1.50 | 4.50 | 1.00 | 1.50 | 4.50 |
| Total | $113.11 | $216.83 | $33.93 | $44.36 | $93.08 |

Ruling plain Feint-lines only, $1.50 per 1000.

## VALUE OF PAPER PER 100 SHEETS.

| Qualities. | Flat Cap | Crown. | Demy. | Fol. Post | Royal. |
|---|---|---|---|---|---|
| Bond..... | $ | $ | $ | $ | $ |
| Thick Bond..... | | | | | |

## RULING.

Marginal Lines on first page only, on Bond paper .....per 1000 $
Marginal Lines and Triple Head-line on three pages..... " "
Premium Account on second and third pages..... "

## PRESSWORK ON BOND PAPER.

| Color of Ink. | 100. | 200. | 300. | 500. | 1000. | 2000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink, 2 forms. | $ | $ | $ | | $ | $ |
| Red Ink, 1 form.... | | | | | | |
| Red Ink, 2 forms... | | | | | | |

# LIFE INSURANCE.

## VALUE OF PAPER PER 100 SHEETS.

| Qualities. | Flat Cap | Crown. | Demy. | Fol. Post | Royal. |
|---|---|---|---|---|---|
| Bond | $1.87 | $2.16 | $2.81 | $3.25 | $3.50 |
| Thick Bond | 2.25 | .... | 3.37 | 3.75 | 4.12 |

## COMPOSITION.

The fashions of Life Insurance Policies are quite as variable as those for Fire Insurance. Some are printed on four pages of a folded sheet, others on a broadside, and others again on Legal Foolscap. Some are in Script, others in Roman, and others in Black letter. Wood-cut or lithographed Headings are the exception; most Life Insurance Policies have headings printed from steel plate, and many of them have colored borders, or are illuminated with red-letter display. The making up of a price is even more difficult than for a Fire Policy, as but a small portion of any Life Policy is measurable matter.

**The usual price for Designing and Engraving a Heading on Steel** is $200. The price for printing such a heading, in good style, should be $18.00 per Thousand. Larger quantities, and in inferior style, at $15.00 per Thousand impressions.

**The Composition of Face form**, in Script, Roman, or any plain letter, may be rated at $10.00. When Black letter or ornamental faces of any kind (of little or no use in such quantity for other work) are purchased expressly for the Policy, the price of composition should be doubled.

**A Plain Endorsement** should be $1.00; if with Rules and Curves, $2.00.

The value of the composition on the Conditions, the Border, the Receipts, the Abstract of Application, and other affixes, is too variable to be priced even approximately.

**The Making-up of Color Form, or of Border-rule**, is also of too variable a nature for an exact price. For this, and for all other time-work, the charge should be 75 cents per hour.

Life Insurance Policies are subject to many alterations, for which reason it is not practicable to electrotype the forms. It is equally injudicious to distribute them, for the orders seldom exceed One Thousand copies, and are more frequently given by hundreds. The special re-composition of each order would make unavoidable delay and an excessive price. It is necessary to keep the forms standing, and make alterations. For the withdrawal of material from other use, and for keeping it in good order, the price should be from $1.00 to $3.00 per month, according to the size of form and value of material. In such case each new order could be treated as Alterations, and be done at the usual rate of 75 cents per hour. The average value of these alterations may be stated at $4.00 each.

## RULING.

| | | |
|---|---|---|
| Marginal Lines on first page only, on Bond paper | per 1000 | $2.00 |
| Marginal Lines and Triple Head-line on three pages | " " | 4.00 |
| Premium Account on second and third pages | " " | 4.00 |

## PRESSWORK ON BOND PAPER.

| Color of Ink. | 100. | 200. | 300. | 500. | 1000. | 2000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink, 2 forms. | $3.00 | $4.00 | $5.00 | 7.00 | $12.00 | $10.00 |
| Red Ink, 1 form.... | 1.50 | 2.00 | 3.00 | 4.00 | 6.00 | 5.00 |
| Red Ink, 2 forms... | 3.00 | 4.00 | 6.00 | 8.00 | 12.00 | 10.00 |

These are prices for work on Bond paper. If plain paper is used, prices may be about one-third less.

## VALUE OF PAPER PER 100.

| Qualities. | Flat Cap | Demy. | Folio Post. | Royal. | Double Cap. | Double Crown. |
|---|---|---|---|---|---|---|
| Bond..... | $ | $ | $ | $ | $ | $ |
| Thick Bond..... | | | | | | |

## PRESSWORK ON BOND PAPER.

| Color of Ink. | 100. | 200. | 300. | 500. | 750. | 1000. |
|---|---|---|---|---|---|---|
| Black Ink ..... | $ | $ | $ | $ | $ | $ |
| Carmine Ink..... | | | | | | |
| Black and Red Inks | | | | | | |
| Endorsement, Black | | | | | | |

# BONDS AND COUPONS.

These Blanks are of all sizes from a half-sheet of Cap to a full-sheet of Imperial. Letter-press work is in but light request, and is employed only for plainest Bonds. Most Bonds are printed on stone or steel.

## VALUE OF PAPER PER 100.

| Qualities. | Flat Cap | Demy. | Folio Post. | Royal. | Double Cap. | Double Crown. |
|---|---|---|---|---|---|---|
| Bond..... | $1.87 | $2.81 | $3.25 | $3.50 | $3.75 | $4.50 |
| Thick Bond..... | 2.25 | 3.37 | 3.75 | 4.12 | 4.50 | 5.62 |

## COMPOSITION.

A plain Bond, without Coupons, with plain border, of the size of a half-sheet Cap, should be rated at $5.00. A half-sheet Demy, of same size, at $6.00. A half-sheet Medium, $8.00. A full-sheet Cap, $10.00.

These are the prices for plain work. The elaborate work of Lithography cannot be imitated by type, and should not be attempted. When such imitation is insisted on, and Flourishes, Combination Borders, Curved Lines, and specially-purchased Cuts and Types are freely used, the work must be rated on time. It cannot be precisely estimated. In no case will it be less than one-half extra on previous prices; in most cases it will be more than double.

COUPONS, in plainest style, with flower border, are worth 50 cents each. Brass-rule Borders, not cut to order, 75 cents each. If specially-selected Brass-rule Borders are used, they should be rated at $1.00 each.

When Curved Lines or Fancy End-pieces are used, it will be quite as economical to electrotype (at a probable cost of 50 cents each), and alter form for dates and numbers with every new mould.

**Endorsement**, plain style, $1.00 each; with Border and extra work, $2.00.

**Alteration of Denomination** in face of Bond, work under press, should be at 75 cents for every line altered.

**Alterations of Coupons**, work under press, 25 cents each.

**Dividing of a Form for Two Colors**, on time, at 75 cents per hour.

## PRESSWORK ON BOND PAPER.

| Color of Ink. | 100. | 200. | 300. | 500. | 750. | 1000. |
|---|---|---|---|---|---|---|
| Black Ink ..... | $2.00 | $2.50 | $3.00 | $4.00 | $5.00 | $6.00 |
| Carmine Ink..... | 3.00 | 3.60 | 4.20 | 5.40 | 6.50 | 8.00 |
| Black and Red Inks | 5.00 | 6.00 | 7.00 | 9.00 | 11.00 | 13.00 |
| Endorsement, Black | 1.00 | 1.25 | 1.50 | 2.00 | 2.50 | 3.00 |

These are prices for Bond paper, of Medium or smaller size. When printed on ordinary Writing, prices should be one-third less. If printed on larger size than Folio Post, higher rates will be required.

## PRINTING OF LITHOGRAPHED BONDS.

Per Hundred impressions, on Bond paper.

| Color of Ink. | Flat Cap 14 by 17. | Demy. 16 by 21. | Medium 19 by 23. | Double Crown, 19 by 30. |
|---|---|---|---|---|
| Black Ink | $ | $ | $ | $ |
| Two Colors | | | | |
| Three Colors | | | | |

## VALUE OF PAPER PER 1000 TRANSFERS.

| Folio Post Paper, 17 by 22 inches. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. | 24 pounds to ream. |
|---|---|---|---|---|
| Perfect Paper, Two to half sheet | $ | $ | $ | $ |
| " " Three " " | | | | |
| " " Four " " | | | | |

## COMPOSITION.

Two to half sheet.....$
Three to half sheet.....
Four to half sheet.....
Curved Heads, extra.....

## BINDING.

Folio, half paper.....$
" half cloth.....
Quarto, half paper.....
" half cloth.....

## PRESSWORK IN BLACK INK.

| Size of Form. | 100 Trans. | 250 Trans. | 500 Trans. | 750 Trans. | 1000 Trans. | 1500 Trans. | 2000 Trans. |
|---|---|---|---|---|---|---|---|
| One set....One to page.. | $ | $ | $ | $ | $ | $ | $ |
| Two to page.. | | | | | | | |
| Three to page. | | | | | | | |
| Four to page. | | | | | | | |
| Two set....Two to page.. | | | | | | | |
| Four to page. | | | | | | | |
| Three set..Three to page. | | | | | | | |

Prices for Composition on this and the following page are for one transfer only.

## LITHOGRAPHED BONDS.

**Engraving** should be priced according to amount of work, which is variable. The plainest form, with accompanying Coupons, should not be rated less than $50.00. The average price of engraving even an ordinary Bond rather exceeds $60.00; very large and full forms, engraved on the most economical plan, frequently cost from $100.00 to $150.00.

The charge for **Transfer** of Bonds should be, for One Color, $10.50; for Two Colors, $14.25; for Three Colors, $18.25; which is, in all cases, a special charge, and not included in the price of engraving.

### PRINTING OF LITHOGRAPHED BONDS.

Per Hundred Impressions, on Bond paper.

| Color of Ink. | Flat Cap 14 by 17. | Demy. 16 by 21. | Medium 19 by 23. | Double Crown, 19 by 30. |
|---|---|---|---|---|
| Black Ink | $5.25 | $6.50 | $5.50 | $7.80 |
| Two Colors | 8.50 | 10.50 | 10.50 | 13.00 |
| Three Colors | 11.75 | 15.60 | 15.60 | 20.00 |

## TRANSFERS OF STOCK.

### VALUE OF PAPER PER 1000 TRANSFERS.

| Folio Post Paper, 17 by 22 inches. | 18 pounds to ream. | 20 pounds to ream. | 22 pounds to ream. | 24 pounds to ream. |
|---|---|---|---|---|
| Perfect Paper, Two to half sheet | $4.00 | $4.40 | $4.80 | $5.30 |
| " " Three to " " | 2.65 | 2.95 | 3.20 | 3.57 |
| " " Four to " " | 2.00 | 2.20 | 2.40 | 2.65 |

### COMPOSITION.

| | |
|---|---|
| Two to half sheet | $2.50 |
| Three to half sheet | 2.00 |
| Four to half sheet | 1.75 |
| Curved Heads, extra | .50 |

### BINDING.

| | |
|---|---|
| Folio, half paper | $1.80 |
| " half cloth | 2.00 |
| Quarto, half paper | 1.00 |
| " half cloth | 1.25 |

### PRESSWORK IN BLACK INK.

| Size of Form. | | 100 Trans. | 250 Trans. | 500 Trans. | 750 Trans. | 1000 Trans. | 1500 Trans. | 2000 Trans. |
|---|---|---|---|---|---|---|---|---|
| One set | One to page | $ .50 | $ .85 | $1.25 | $1.63 | $2.00 | $3.00 | $4.00 |
| | Two to page | 1.00 | 1.50 | 2.00 | 2.50 | 3.00 | 4.25 | 5.50 |
| | Three to page | 1.20 | 1.80 | 2.40 | 3.10 | 3.75 | 5.10 | 6.50 |
| | Four to page | 1.50 | 2.20 | 2.90 | 3.50 | 4.25 | 5.85 | 7.50 |
| Two set | Two to page | .50 | .85 | 1.25 | 1.75 | 2.00 | 3.00 | 4.00 |
| | Four to page | 1.00 | 1.50 | 2.00 | 2.50 | 3.00 | 4.25 | 5.50 |
| Three set | Three to page | .75 | 1.15 | 1.50 | 2.00 | 2.50 | 3.50 | 4.50 |

## VALUE OF PAPER PER 1000 COPIES.

| Qualities. | Per Ream. | 32 to Medium. | 24 to Medium. | 18 to Medium. | 12 to Medium. | 8 to Medium. | 6 to Medium. |
|---|---|---|---|---|---|---|---|
| White Tissue | $ | $ | $ | $ | $ | $ | $ |
| Ordinary News | | | | | | | |
| Fair White News | | | | | | | |
| Thin Calendered | | | | | | | |
| Thick Calendered | | | | | | | |
| Superior Calendered | | | | | | | |
| Ordinary Colored | | | | | | | |
| | | | | | | | |
| Fine Colored, thin | | | | | | | |
| Fine Colored, thick | | | | | | | |

# HANDBILLS.

For this class of work any size or grade of News or Book paper may be used. As DOUBLE MEDIUM, 24 × 38 inches, may be had in greatest variety of white, and its half size, 19 × 24, or 20 × 24 inches, in greatest variety of colors, the regular folds of these sizes will be used in the tables of prices.

### Usual Sizes.

| | | | |
|---|---|---|---|
| 32 to Medium | 3 × 4¾ inches. | 12 to Medium | 4¾ × 8 inches. |
| 24 " " | 3⅛ × 6 " | 8 " " | 6 × 9½ " |
| 18 " " | 4 × 6⅓ " | 6 " " | 6⅓ × 12 " |

Intermediate sizes of Medium or Double Medium may be used for small orders, but they give extra trouble in cutting, and should be avoided. To cheapen the work it is often necessary to set two or more forms, in which case it is of importance to adhere to regular sizes.

## VALUE OF PAPER PER 1000 COPIES.

| Qualities. | Per Ream. 24 × 38 | 32 to Medium. | 24 to Medium. | 18 to Medium. | 12 to Medium. | 8 to Medium. | 6 to Medium. |
|---|---|---|---|---|---|---|---|
| White Tissue | $3.50 | $ .12 | $ .16 | $ .22 | $ .32 | $ .48 | $ .64 |
| Ordinary News | 4.75 | .16 | .22 | .29 | .44 | .65 | .87 |
| Fair White News | 6.00 | .21 | .28 | .37 | .55 | .83 | 1.10 |
| Thin Calendered | 9.00 | .31 | .41 | .55 | .83 | 1.23 | 1.65 |
| Thick Calendered | 12.00 | .41 | .55 | .73 | 1.10 | 1.65 | 2.20 |
| Superior Calendered | 15.00 | .51 | .68 | .92 | 1.37 | 2.06 | 2.75 |
| Ordinary Colored | 7.00 | .24 | .32 | .43 | .64 | .96 | 1.28 |
| | 20 × 24 | .. | .. | .. | .. | .. | .. |
| Fine Colored, thin | 7.00 | .48 | .64 | .86 | 1.28 | 1.92 | 2.56 |
| Fine Colored, thick | 10.00 | .68 | .92 | 1.22 | 1.83 | 2.75 | 3.66 |

The last two qualities of paper can be found only of large Medium or Royal size, sometimes 20 × 24, sometimes 20 × 25 inches.

The White Tissue is of the size 24 × 36 inches. All other qualities are of full Double Medium size, 24 × 38 inches.

A thin, pale, and good-surfaced Manila can be furnished at the same price as White Tissue.

## COMPOSITION.

The prices of the following tables are made for Handbills as they are usually printed. The common Handbill contains but a few displayed lines, arranged more with a view to show than to beauty, without border, curved lines, or extra work of any kind. To be done at these prices, a Handbill of size smaller than Medium 8vo. should not contain more work than the equivalent of 500 ems of plain matter, nor should it engage the time of a compositor more than one hour.

## COMPOSITION AND ELECTROTYPING.

| | Composition. | Electrotyping. | | Composition. | Electrotyping. |
|---|---|---|---|---|---|
| 32mo | $ | $ | 12mo | $ | $ |
| 24mo | | | 8vo | | |
| 18mo | | | 6mo | | |

## PRESSWORK OF HANDBILLS

In Sheets, per Thousand impressions. Price for Two Colors is for both impressions.

| Size of Sheet. | Color. | 100 impress. | 500 impress. | 1000 impress. | 5000 impress. | 10,000 impress. | 20,000 impress. |
|---|---|---|---|---|---|---|---|
| Sheet 6 × 9.... | Black..... | $.35 | $.70 | $ | $ | $ | $ |
| | Blue..... | | | | | | |
| | Bright Red .. | | | | | | |
| | Two Colors.. | | | | | | |
| Sheet 9 × 12... | Black..... | | | | | | |
| | Blue..... | | | | | | |
| | Bright Red .. | | | | | | |
| | Two Colors.. | | | | | | |
| Sheet 12 × 19.. | Black..... | | | | | | |
| | Blue..... | | | | | | |
| | Bright Red .. | | | | | | |
| | Two Colors.. | | | | | | |
| Sheet 19 × 24.. | Black..... | | | | | | |
| | Blue..... | | | | | | |
| | Bright Red .. | | | | | | |
| | Two Colors.. | | | | | | |
| Sheet 24 × 38.. | Black..... | | | | | | |
| | Blue..... | | | | | | |
| | Bright Red .. | | | | | | |
| | Two Colors.. | | | | | | |

## COMPOSITION AND ELECTROTYPING.

| | Composition. | Electrotyping. | | Composition. | Electrotyping. |
|---|---|---|---|---|---|
| 32mo | $ .75 | $ .75 | 12mo | $ .75 | $1.50 |
| 24mo | .75 | .90 | 8vo | 1.00 | 2.00 |
| 18mo | .75 | 1.20 | 6mo | 1.25 | 2.75 |

**A Brass-rule or Flower Border,** on the smaller sizes, should be 25 cents extra. **Curved Lines** extra, 25 cents each. **Alterations,** of any kind, always extra.

**An Unusual Quantity of Measurable Matter** should be charged at the rate of $1.00 per 1000 ems; of displayed work, at the rate of 75 cents per hour.

When Rule Border, Cuts, and Curved Lines are wanted, careful composition is exacted, and fine paper is selected, the work cannot be fairly treated as a Handbill, but should be classified and priced with Note Circulars.

Handbills are frequently ordered in very large quantities. To execute such an order promptly and cheaply, it is necessary to duplicate the forms by electrotyping or by re-composition. In most cases, the electrotyping will cost more than re-composition, but it has the advantage of preserving the composition for future use. The following table of presswork is for sheets of Handbills, containing two or more duplicates or electrotypes.

## PRESSWORK OF HANDBILLS

In Sheets, per Thousand impressions. Price for Two Colors is for both impressions.

| Size of Sheet. | Color. | 100 impress. | 500 impress. | 1000 impress. | 5000 impress. | 10,000 impress. | 20,000 impress. |
|---|---|---|---|---|---|---|---|
| Sheet 6 × 9.... | Black..... | $ .50 | $1.00 | $1.50 | $1.25 | $1.00 | $1.00 |
| | Blue..... | .75 | 1.50 | 2.00 | 1.80 | 1.60 | 1.50 |
| | Bright Red .. | .75 | 1.75 | 2.50 | 2.00 | 1.80 | 1.80 |
| | Two Colors.. | 1.50 | 2.75 | 4.00 | 3.50 | 3.00 | 3.00 |
| Sheet 9 × 12... | Black..... | .50 | 1.25 | 2.00 | 1.75 | 1.50 | 1.40 |
| | Blue..... | .75 | 2.00 | 3.00 | 2.50 | 2.00 | 1.75 |
| | Bright Red .. | .75 | 2.50 | 4.00 | 3.00 | 2.50 | 2.25 |
| | Two Colors.. | 2.00 | 3.50 | 5.00 | 4.00 | 3.50 | 3.00 |
| Sheet 12 × 19.. | Black..... | .75 | 1.50 | 2.50 | 2.00 | 1.75 | 1.75 |
| | Blue..... | 1.00 | 2.50 | 4.00 | 3.00 | 3.00 | 3.00 |
| | Bright Red .. | 1.25 | 3.00 | 5.00 | 4.00 | 4.00 | 4.00 |
| | Two Colors.. | 2.50 | 4.50 | 7.50 | 6.00 | 6.00 | 6.00 |
| Sheet 19 × 24.. | Black..... | 1.00 | 2.00 | 3.00 | 2.00 | 2.00 | 2.00 |
| | Blue..... | 1.50 | 3.00 | 5.00 | 4.00 | 4.00 | 4.00 |
| | Bright Red .. | 2.00 | 5.00 | 8.00 | 7.00 | 7.00 | 7.00 |
| | Two Colors.. | 3.00 | 6.00 | 10.00 | 9.00 | 8.00 | 8.00 |
| Sheet 24 × 38.. | Black..... | .. | .. | 4.00 | 2.50 | 2.00 | 2.00 |
| | Blue..... | .. | .. | 8.00 | 7.00 | 6.00 | 6.00 |
| | Bright Red .. | .. | .. | 12.50 | 10.00 | 10.00 | 10.00 |
| | Two Colors.. | .. | .. | 16.00 | 14.00 | 12.00 | 12.00 |

The prices of presswork given for Handbills on sheet 6 × 9 inches, and less, are for single Handbills on small treadle presses. If, for any reason, it is necessary to print on a cylinder press, the prices of the next larger sheet should be used.

## COMPOSITION AND PRESSWORK.

These are prices for labor only. To find full value of both paper and labor, add the price of paper selected. See page 215.

### Small Sizes (32mo, 24mo, and 18mo) in Small Quantities.

| Color of Ink. | 100. | 200. | 300. | 500. | 600. | 800. | 1000. |
|---|---|---|---|---|---|---|---|
| Black Ink | $ | $ | $ | $ | $ | $ | $ |
| Blue or Green Ink | | | | | | | |
| Bright Red Ink | | | | | | | |
| Two Colors | | | | | | | |

### Small Sizes (32mo, 24mo, and 18mo) in Large Quantities.

| Color of Ink. | 2000. per 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. | 20 M. per 1000. | 50 M. per 1000. | 100 M per 1000. |
|---|---|---|---|---|---|---|---|
| | | | 2 set. | 2 set. | 4 set. | 8 set. | 8 plates. |
| 32mo...Black Ink | $ | $ | $ | $ | $ | $ | $ |
| Blue Ink | | | | | | | |
| Red Ink | | | | | | | |
| Two Colors | | | | | | | |
| 24mo...Black Ink | | | | | | | |
| Blue Ink | | | | | | | |
| Red Ink | | | | | | | |
| Two Colors | | | | | | | |
| 18mo...Black Ink | | | | | | | |
| Blue Ink | | | | | | | |
| Red Ink | | | | | | | |
| Two Colors | | | | | | | |

The prices given for Colored work on large forms, should be used with judgment. If the form contains much bold poster type, the prices may not be enough; if the form consists chiefly of plain Roman or of light-faced type, the prices may be found too high. They are made to suit an average consumption of ink, being higher than for Pamphlets, and less than for Poster sheets of the same size. See Pamphlets, and Posters, for unusually light or heavy work.

When Handbills are printed from plates, on a second edition, the table on page 217 may be used to find the value of presswork. The prices given are for Impressions, and not for Handbills. One thousand impressions of a Medium sheet, 19 × 24 inches, will give 8000 Octavo Handbills, or 12,000 of 12mo, or 32,000 of 32mo. For all these sizes the price of printing one thousand impressions is the same. But the price is for presswork only. It does not include cutting-up and packing, which is an additional expense, varying with the number of bills on the sheet.

**The Cutting-up and Packing** of Handbills, in packages of 1000 each, should be rated at 10 cents per thousand.

## COMPOSITION AND PRESSWORK.

These are prices for labor only. To find full value of both paper and labor, add the price of paper selected. See page 215.

### Small Sizes (32mo, 24mo, and 18mo) in Small Quantities.

| Color of Ink. | 100. | 200. | 300. | 500. | 600. | 800. | 1000. |
|---|---|---|---|---|---|---|---|
| Black Ink | $1.25 | $1.35 | $1.50 | $1.75 | $1.85 | $2.00 | $2.25 |
| Blue or Green Ink | 1.50 | 1.65 | 1.75 | 2.10 | 2.25 | 2.50 | 2.75 |
| Bright Red Ink | 1.50 | 1.75 | 1.90 | 2.50 | 2.65 | 2.90 | 3.25 |
| Two Colors | 2.25 | 2.60 | 3.00 | 3.50 | 3.80 | 4.25 | 5.00 |

### Small Sizes (32mo, 24mo, and 18mo) in Large Quantities.

| Color of Ink. | 2000. per 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. | 20 M. per 1000. | 50 M. per 1000. | 100 M per 1000. |
|---|---|---|---|---|---|---|---|
| | | | 2 set. | 2 set. | 4 set. | 8 set. | 8 plates. |
| 32mo...Black Ink | $1.87 | $1.70 | $1.10 | $ .85 | $ .65 | $ .40 | $ .33 |
| Blue Ink | 2.30 | 2.10 | 1.40 | 1.10 | .90 | .50 | .40 |
| Red Ink | 2.75 | 2.50 | 1.60 | 1.30 | 1.05 | .60 | .50 |
| Two Colors | 4.00 | 3.50 | 3.00 | 2.25 | 1.60 | 1.10 | .90 |
| | | | 2 set. | 2 set. | 4 set. | 8 set. | 8 plates. |
| 24mo...Black Ink | 1.87 | 1.70 | 1.20 | .90 | .67 | .45 | .35 |
| Blue Ink | 2.30 | 2.10 | 1.50 | 1.20 | .90 | .55 | .45 |
| Red Ink | 2.75 | 2.50 | 1.75 | 1.40 | 1.10 | .67 | .60 |
| Two Colors | 4.00 | 3.50 | 3.00 | 2.30 | 1.75 | 1.20 | .90 |
| | | | 2 set. | 2 set. | 4 set. | 9 set. | 9 plates. |
| 18mo...Black Ink | 1.87 | 1.70 | 1.25 | 1.00 | .70 | .48 | .38 |
| Blue Ink | 2.30 | 2.10 | 1.60 | 1.30 | .95 | .60 | .52 |
| Red Ink | 2.75 | 2.50 | 1.90 | 1.60 | 1.20 | .75 | .70 |
| Two Colors | 4.00 | 3.50 | 3.00 | 2.40 | 2.00 | 1.50 | .95 |

These prices include an allowance of 10 cents per 1000 for cutting-up and packing in bundles of 1000. When delivered in sheets, the price may be 10 cents per 1000 less.

## Large Sizes in Small Quantities.

| Color of Ink. | 100. | 200. | 300. | 500. | 600. | 800. | 1000. |
|---|---|---|---|---|---|---|---|
| 12mo...Black Ink..... | $ | $ | $ | $ | $ | $ | $ |
| Blue Ink..... | | | | | | | |
| Red Ink..... | | | | | | | |
| Two Colors..... | | | | | | | |
| 8vo.....Black Ink..... | | | | | | | |
| Blue Ink ..... | | | | | | | |
| Red Ink..... | | | | | | | |
| Two Colors..... | | | | | | | |
| 6mo.... Black Ink..... | | | | | | | |
| Blue Ink..... | | | | | | | |
| Red Ink..... | | | | | | | |
| Two Colors..... | | | | | | | |

## Large Sizes in Large Quantities.

| Color of Ink. | 2000. per 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. | 20 M. per 1000. | 50 M. per 1000. | 100 M per 1000. |
|---|---|---|---|---|---|---|---|
| | | | 2 set. | 2 set. | 4 set. | 6 set. | 12 plates |
| 12mo...Black Ink ..... | $ | $ | $ | $ | $ | $ | $ |
| Blue Ink..... | | | | | | | |
| Red Ink..... | | | | | | | |
| Two Colors..... | | | | | | | |
| 8vo.....Black Ink ..... | | | | | | | |
| Blue Ink..... | | | | | | | |
| Red Ink..... | | | | | | | |
| Two Colors..... | | | | | | | |
| 6mo.... Black Ink ..... | | | | | | | |
| Blue Ink..... | | | | | | | |
| Red Ink..... | | | | | | | |
| Two Colors..... | | | | | | | |

## Large Sizes in Small Quantities.

| Color of Ink. | 100. | 200. | 300. | 500. | 600. | 800. | 1000. |
|---|---|---|---|---|---|---|---|
| 12mo...Black Ink..... | $1.25 | $1.40 | $1.55 | $1.75 | $1.85 | $2.10 | $2.25 |
| Blue Ink..... | 1.50 | 1.70 | 1.90 | 2.25 | 2.35 | 2.55 | 2.75 |
| Red Ink..... | 1.50 | 1.75 | 2.00 | 2.50 | 2.65 | 2.95 | 3.25 |
| Two Colors..... | 2.25 | 2.70 | 3.00 | 3.50 | 3.80 | 4.40 | 5.00 |
| 8vo.....Black Ink..... | 1.50 | 1.65 | 1.75 | 2.00 | 2.15 | 2.35 | 2.50 |
| Blue Ink..... | 1.75 | 1.90 | 2.10 | 2.50 | 2.60 | 2.80 | 3.00 |
| Red Ink..... | 1.75 | 2.00 | 2.25 | 2.75 | 2.90 | 3.20 | 3.50 |
| Two Colors..... | 2.50 | 2.80 | 3.10 | 3.75 | 4.00 | 4.60 | 5.25 |
| 6mo.....Black Ink ..... | 1.50 | 1.70 | 1.90 | 2.25 | 2.40 | 2.70 | 3.00 |
| Blue Ink ..... | 1.75 | 2.05 | 2.25 | 2.75 | 2.90 | 3.20 | 3.50 |
| Red Ink..... | 1.75 | 2.10 | 2.40 | 3.00 | 3.20 | 3.60 | 4.00 |
| Two Colors..... | 2.75 | 3.05 | 3.35 | 4.00 | 4.30 | 4.90 | 5.50 |

## Large Sizes in Large Quantities.

| Color of Ink. | 2000. per 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. | 20 M. per 1000. | 50 M. per 1000. | 100 M per 1000. |
|---|---|---|---|---|---|---|---|
| | | | 2 set. | 2 set. | 4 set. | 6 set. | 12 plates |
| 12mo...Black Ink ..... | $1.87 | $1.60 | $1.30 | $1.12 | $ .75 | $ .50 | $ .40 |
| Blue Ink..... | 2.50 | 2.30 | 1.80 | 1.50 | 1.00 | .70 | .58 |
| Red Ink..... | 2.75 | 2.50 | 2.15 | 1.75 | 1.25 | .85 | .75 |
| Two Colors..... | 4.50 | 4.00 | 3.00 | 2.40 | 2.00 | 1.50 | 1.00 |
| | | | 2 set. | 2 set. | 4 set. | 8 set. | 8 plates. |
| 8vo.....Black Ink ..... | 2.10 | 1.87 | 1.50 | 1.20 | .80 | .51 | .50 |
| Blue Ink..... | 2.60 | 2.45 | 2.00 | 1.50 | 1.00 | .76 | .75 |
| Red Ink..... | 3.00 | 2.75 | 2.30 | 1.80 | 1.35 | 1.00 | 1.00 |
| Two Colors..... | 5.00 | 4.25 | 3.25 | 2.60 | 2.25 | 1.50 | 1.30 |
| | | | 2 set. | 2 set. | 3 set. | 6 set. | 6 plates. |
| 6mo.... Black Ink ..... | 2.20 | 2.02 | 1.70 | 1.25 | .95 | .60 | .58 |
| Blue Ink..... | 3.12 | 2.90 | 2.25 | 1.80 | 1.28 | .90 | .90 |
| Red Ink..... | 4.12 | 3.75 | 2.50 | 2.25 | 1.60 | 1.25 | 1.25 |
| Two Colors..... | 5.50 | 4.50 | 4.00 | 3.40 | 2.50 | 1.75 | 1.60 |

**Handbills Printed on Both Sides,** when done from two forms, should be at double price. But this method of printing is the exception. In most cases, the back and face are imposed and printed together. For small sizes in small quantities, add to the prices of composition and presswork as above given, the value of the composition on the back, and about 50 cents for some added labor in presswork. For large sizes in large quantities, make up a special price. Put down the value of the composition on both face and back, for two, four, six, or eight Handbills, as may

be considered most expedient; to this add the value of the presswork, as specified on the large table, which will depend on the size of the sheet used. In all cases, compute the presswork not by the number of handbills, nor even by the sheets, but by the number of Impressions that will be required.

For example: To find the value of 50,000 Handbills, Medium Octavo, on fair book paper, printed on both sides, in Black ink:

| | | | |
|---|---|---|---|
| Paper: 50,000 at 83 cents per 1000 | $41.50 | Presswork: 12,500 impr. at $2.00 | $25.00 |
| Composition: Face set four times | 4.00 | Cutting-up and Packing | 5.00 |
| " Back set four times | 4.00 | Total ($1.59 per 1000) | $79.50 |

In this estimate the price for composition and presswork is 76 cents per 1000. For the same number of copies printed on one side only, the price is 51 cents per 1000. The additional cost of printing on the back is 25 cents per 1000 more. This difference is produced by printing from eight Face plates in one case, and from but four Face plates in the other. In this example, where the back is printed with the face, presswork is doubled. Cost might be reduced a little by doubling the plates again, and printing from a full Double Medium sheet, but it is of doubtful economy. In no case, could a large order be printed on both sides at same cost as on one side.

The usage of the trade in the matter of doubling plates or in the re-composition of forms, for the purpose of cheapening presswork, is quite irregular. Some would set up four, and others but one, on an order of 10,000 Handbills; some would use sixteen plates, and others but eight, on an order of 100,000 Handbills. Such differences in usages make serious variations in prices. It is always the duty of the printer to do his work in the most economical manner that is usual in the trade, and whenever re-composition or electrotyping would cheapen work decidedly, it should be done. But he should consider not only the customer's interest, but his own ability. It is not usual, nor is it always judicious, to double plates or forms to the extremest points of economy. When an order is done in great haste, and it is not practicable to stereotype or re-set, the price must be made for presswork on a small sheet. Even when time is allowed, it is not always practicable to re-set many Handbills, for want of sorts; nor is it always practicable to print a sheet on a very large press. The prices given are made to suit the ordinary methods of doing the work. It may sometimes be expedient to set more, or make more plates, than is indicated by the headings of the tables, but in most cases it will be injudicious.

**Bright Red Ink** should be understood as Good Vermilion Red, either pale or deep, costing not more than $2.00 per pound, a quality which is usually satisfactory for work of this class. The prices given do not warrant the use of Lakes or Deep-crimson Reds. On the smaller sizes, a Lake Red would increase the cost but a trifle; on the larger sizes, the Lake Red that would be consumed might, if the form was of heavy face, cost more for the ink alone, than is here allowed for both labor and ink.

**Blue Ink**, at $1.50 per pound, may be used with satisfaction to the customer, and profit to the office, under these prices. Ultramarine Blue, if there is much fine type or cuts, should be avoided, as it clogs on the type.

**Orange Mineral Reds**, and similar low grades of Poster colors, could be used with profit, at lower prices than are here given. But the work would suffer materially, not only through the dimness of an inferior color, but through muddy presswork; for the lower grades of ink are not only weak in color, but are imperfectly ground, and too heavily weighted with varnish for use on fine type.

**Other Sizes of Paper** than those described and priced on page 215, may sometimes be used to advantage. But they are not in sufficient request to justify separate prices for paper.

**Measurements of Regular Folds of Double Super Royal Paper, 28 × 42 inches:** Sixteen to sheet, 7 × 10½ inches; Eighteen to sheet, 7 × 9⅓ inches; Twenty-four to sheet, 5⅓ × 9⅓ inches; Thirty-two to sheet, 5¼ × 7 inches; Thirty-six to sheet, 4⅔ × 7 inches.

**Long and Narrow Shapes**, in the proportion of one to three, or one to four inches, usually contain an extra quantity of composition. They should be at higher rates for both composition and presswork.

## VALUE OF PAPER PER 1000 COPIES.

| Per Ream. | Full Sheet. | Qualities. | 2 to sheet. | 3 to sheet. | 4 to sheet. | 6 to sheet. | 8 to sheet. |
|---|---|---|---|---|---|---|---|
| $ | $ | Thin News | $ | $ | $ | $ | $ |
| | | Thick News | | | | | |
| | | Extra-thick News | | | | | |
| | | Thin Book | | | | | |
| | | Common Calendered | | | | | |
| | | Thick Calendered | | | | | |
| | | Extra-thick Calendered | | | | | |
| | | Thin Colored | | | | | |
| | | Thick Colored | | | | | |
| | | Thin News | | | | | |
| | | Fair Book | | | | | |
| | | Thin Colored | | | | | |
| | | Thin News | | | | | |
| | | Thick News | | | | | |

## COMPOSITION.

| Part of sheet. | Inches. | Price. |
|---|---|---|
| 12 | | $ |
| 8 | | |
| 6 | | |
| 4 | | |
| 3 | | |
| 2 | | |
| 1 | | |

| Part of sheet. | Inches. | Price. |
|---|---|---|
| 12 | | $ |
| 8 | | |
| 6 | | |
| 4 | | |
| 3 | | |
| 2 | | |
| 1 | | |

| Part of sheet. | Inches. | Price. |
|---|---|---|
| 12 | | $ |
| 8 | | |
| 6 | | |
| 4 | | |
| 3 | | |
| 2 | | |
| 1 | | |

# POSTERS.

**Double Medium,** 24 × 38 inches, is the most serviceable size.

**Double Super Royal,** 28 × 42 inches, and **Double Imperial,** 32 × 46 inches, are frequently used. With these three sizes, all to be had of various qualities, it is possible to make Posters of any desired shape.

THE USUAL SIZES will be found in the table of Value of Paper. In the measurements there given, the fractions of an inch are omitted.

## VALUE OF PAPER PER 1000 COPIES.

| Per Ream. | Full Sheet. | Qualities. | 2 to sheet. | 3 to sheet. | 4 to sheet. | 6 to sheet. | 8 to sheet. |
|---|---|---|---|---|---|---|---|
| | 24 × 38. | **24 × 38.** | 19 × 24. | 12 × 24. | 12 × 19. | 12 × 12. | 9 × 12. |
| $4.75 | $10.45 | Thin News | $5.23 | $3.48 | $2.61 | $1.74 | $1.30 |
| 6.75 | 14.85 | Thick News | 7.42 | 4.95 | 3.71 | 2.47 | 1.85 |
| 9.00 | 19.80 | Extra-thick News | 9.90 | 6.60 | 4.95 | 3.30 | 2.47 |
| 6.00 | 13.20 | Thin Book | 6.60 | 4.40 | 3.30 | 2.20 | 1.65 |
| 10.00 | 22.00 | Common Calendered | 11.00 | 7.33 | 5.50 | 3.66 | 2.75 |
| 12.00 | 26.40 | Thick Calendered | 13.20 | 8.80 | 6.60 | 4.40 | 3.30 |
| 15.00 | 33.00 | Extra-thick Calendered | 16.50 | 11.00 | 8.25 | 5.50 | 4.12 |
| 6.00 | 13.20 | Thin Colored | 6.60 | 4.40 | 3.30 | 2.20 | 1.65 |
| 8.00 | 17.60 | Thick Colored | 8.80 | 5.87 | 4.40 | 2.93 | 2.20 |
| | 28 × 42. | **28 × 42.** | 21 × 28. | 14 × 28. | 14 × 21. | 14 × 14. | 10 × 14. |
| 5.75 | 12.65 | Thin News | 6.32 | 4.22 | 3.16 | 2.11 | 1.58 |
| 7.50 | 16.50 | Fair Book | 8.25 | 5.50 | 4.13 | 2.75 | 2.06 |
| 7.00 | 15.40 | Thin Colored | 7.70 | 5.13 | 3.85 | 2.56 | 1.92 |
| | 32 × 46. | **32 × 46.** | 23 × 32. | 15 × 32. | 16 × 23. | 16 × 15. | 11 × 16. |
| 7.25 | 15.95 | Thin News | 7.97 | 5.32 | 4.00 | 2.66 | 2.00 |
| 9.00 | 19.80 | Thick News | 9.90 | 6.60 | 4.95 | 3.30 | 2.47 |

## COMPOSITION.

**Double Medium.**

| Part of sheet. | Inches. | Price. |
|---|---|---|
| 12 | 6 × 12 | $ .75 |
| 8 | 9 × 12 | 1.00 |
| 6 | 12 × 12 | 1.25 |
| 4 | 12 × 19 | 1.50 |
| 3 | 12 × 24 | 2.00 |
| 2 | 19 × 24 | 2.00 |
| 1 | 24 × 38 | 2.50 |

**Double Super Royal.**

| Part of sheet. | Inches. | Price. |
|---|---|---|
| 12 | 7 × 14 | $1.00 |
| 8 | 10 × 14 | 1.25 |
| 6 | 14 × 14 | 1.50 |
| 4 | 14 × 21 | 1.75 |
| 3 | 14 × 28 | 2.00 |
| 2 | 21 × 28 | 2.00 |
| 1 | 28 × 42 | 3.00 |

**Double Imperial.**

| Part of sheet. | Inches. | Price. |
|---|---|---|
| 12 | 8 × 15 | $1.00 |
| 8 | 11 × 16 | 1.25 |
| 6 | 15 × 16 | 1.50 |
| 4 | 16 × 23 | 1.75 |
| 3 | 15 × 32 | 2.00 |
| 2 | 23 × 32 | 2.25 |
| 1 | 32 × 46 | 4.00 |

The prices of the preceding table are for the customary amount of matter usual with each size. The workmanship is supposed to be of the plainest style, without border or ornament of any kind whatever. It is intended that every 75 cents shall represent one hour of the time of an ordinary workman, and that all excess shall be at extra price.

These prices are not absolute: they are useful only in indicating the average value. For some sizes, a plain notice or extemporized sign would be fairly paid at half the alloted prices. A full concert programme, or a call for public meeting, with a long list of signatures, or the displayed circular of a machine or invention, containing much descriptive matter, is often worth more than double the printed price.

**A Border** of any kind should be at extra price, from 25 cents to $1.00, according to size and style. If cut to odd size or to waste, charge half the cost of material.

**Curved Lines** should be rated according to size from 50 cents to $1.00.

**Real Estate Diagrams**, and other work of like nature, made up of brass rule, can be rated only on time, at 75 cents per hour. Short orders, elaborate plans, and fine work will be done best by lithography.

**Text Type** of any size larger than Pica, when used in large quantity, should be measured as Pica, at $1.00 per 1000 ems. Antiques, Clarendons, Gothics, etc., at $1.25 per 1000 ems.

**New Styles and Odd Faces of Type**, like Bulletin or French Clarendon, when used exclusively, should cause the composition to be rated at extra price. They cost more than ordinary letter, they have but a limited use, and are liable to go out of fashion before they are half worn out.

**Specially-Engraved Wood Cuts**, or expensive Electrotypes, such as are used for election work, or store-keepers' bills, are in too light request to be used at the rates of ordinary material. Wherever they are used, about ten per cent. on cost should be added to the price of composition.

**Hurried Work**, like Election Posters, that require immediate execution, to the neglect of and loss on other work, should always be at an extra price. If done at night, the prices should be doubled. If done on time, full time should be charged both for time at work, and for time waiting orders.

**Theatre Bills**, and work of like nature, when printed regularly every day, may be taken at a reduction on these rates, if, as is usually the case, much of the composition can be repeatedly used.

## PRESSWORK OF POSTERS.

The following prices of presswork are graduated to give an increased price for increasing sizes. A large press costs more, runs much slower, and when employed on large work, uses much more ink.

The prices made for ordinary Book and Pamphlet presswork cannot be applied to Posters. The two kinds of work are radically different. Ordinary Book work is usually done in large editions; the forms require little making ready, and consume but little ink. Posters of large size are nearly always ordered in small quantities. They are usually required in haste, and often at great inconvenience. They use an excessive amount of ink, and when properly treated require more than ordinary care.

Allowance is made in the table of prices only for the customary qualities of ink: Black at 25 cents per pound; Red, Blue, and Green at $1.00 per pound. Finer colors will require higher prices. Cheaper colors could be supplied at less cost of ink, but seldom at higher profit. Poor colors really delay the work and add to the labor of the pressman, as well as prove unsatisfactory to the customer.

The prices are based on the customary consumption of color on average work. They are made up from records kept by the writer, that have been compared with similar records of other printers. The allowance for color is believed to be as just and reasonable as the unequal nature of inks, paper, and methods of presswork will allow. (See Presswork and Inks).

**Posters on Muslin** should be at rather more than double price. The muslin is difficult to cut and to feed, and is damaging to type.

**Long and Narrow Posters**, set the broad way, may be printed at the same rates as half the number of its corresponding double size. One thousand, $6 \times 24$ inches, may be at the regular price of 500 of $12 \times 24$ inches.

The prices of this page are for Presswork only.

## 9½ × 12 inches, Quarter Medium....One-eighth of 24 × 38.

Same prices may be used for size 10 × 14, and all smaller sizes.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | | |
| Red | | | | | | | | |
| Red and Black | | | | | | | | |

## 11½ × 16 inches, Quarter Imperial....One-eighth of 32 × 46.

Same prices may be used for size 12 × 12 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | | |
| Red | | | | | | | | |
| Red and Black | | | | | | | | |

## 12 × 19 inches, Half Medium....One-fourth of 24 × 38.

Same prices may be used for size 14 × 14 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | | |
| Red | | | | | | | | |
| Red and Black | | | | | | | | |

## 14 × 21 inches, Half Royal....One-fourth of 28 × 42.

Same prices may be used for size 15 × 16 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | | |
| Red | | | | | | | | |
| Red and Black | | | | | | | | |

The prices of this page are for Presswork only.

### 9½ × 12 inches, Quarter Medium....One-eighth of 24 × 38.

Same prices may be used for size 10 × 14, and all smaller sizes.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ .50 | $ .20 | $ .80 | $1.25 | $2.00 | $1.75 | $1.60 | $1.50 |
| Blue | 1.00 | .25 | 1.40 | 2.00 | 3.00 | 2.75 | 2.50 | 2.50 |
| Red | 1.00 | .33 | 1.50 | 2.35 | 4.00 | 3.50 | 3.00 | 3.00 |
| Red and Black | 1.50 | .40 | 2.10 | 3.10 | 5.00 | 4.50 | 4.00 | 4.00 |

### 11½ × 16 inches, Quarter Imperial....One-eighth of 32 × 46.

Same prices may be used for size 12 × 12 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ .50 | $ .25 | $ .90 | $1.50 | $2.50 | $2.00 | $1.75 | $1.50 |
| Blue | 1.00 | .30 | 1.50 | 2.25 | 3.50 | 3.00 | 2.75 | 2.75 |
| Red | 1.00 | .40 | 1.60 | 2.75 | 4.50 | 4.00 | 3.50 | 3.25 |
| Red and Black | 1.50 | .50 | 2.25 | 3.50 | 6.00 | 5.50 | 5.00 | 4.50 |

### 12 × 19 inches, Half Medium....One-fourth of 24 × 38.

Same prices may be used for size 14 × 14 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 1000. | 3000. per 1000. | 5000. per 1000. | 10 M. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ .60 | $ .30 | $1.00 | $1.75 | $3.00 | $2.50 | $2.25 | $2.00 |
| Blue | 1.00 | .40 | 1.60 | 2.50 | 4.00 | 3.75 | 3.50 | 3.00 |
| Red | 1.00 | .50 | 1.75 | 3.00 | 5.00 | 4.50 | 4.25 | 4.00 |
| Red and Black | 1.50 | .60 | 2.40 | 4.00 | 7.00 | 6.50 | 6.00 | 6.00 |

### 14 × 21 inches, Half Royal....One-fourth of 28 × 42.

Same prices may be used for size 15 × 16 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ .75 | $ .30 | $1.20 | $2.00 | $2.75 | $3.50 | $3.00 | $2.50 |
| Blue | 1.00 | .50 | 1.75 | 3.00 | 4.00 | 5.00 | 4.50 | 4.00 |
| Red | 1.25 | .60 | 2.15 | 3.65 | 5.75 | 6.50 | 5.50 | 5.00 |
| Red and Black | 2.00 | .90 | 3.35 | 5.60 | 8.75 | 10.00 | 9.00 | 8.00 |

When very little color is used, as will be the case in a very light and open Poster set in Roman or Old Style, the price may be abated nearly to that of Handbills in sheets, as given on page 217. For a very bold-faced Poster compactly set in Antique, with much large type, more color will be used and a higher price may be needed.

**16 × 23 inches, Half Imperial....One-fourth of 32 × 46.**

Same prices may be used for size 12 × 24 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | | |
| Red..... | | | | | | | | |
| Red and Black..... | | | | | | | | |

**19 × 24 inches, Medium....One-half of 24 × 38.**

Same prices may be used for size 14 × 23 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | | |
| Red..... | | | | | | | | |
| Red and Black..... | | | | | | | | |

**21 × 28 inches, Royal....One-half of 28 × 42.**

Same prices may be used for size 15 × 32 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 3000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | | |
| Red..... | | | | | | | | |
| Red and Black..... | | | | | | | | |

**23 × 32 inches, Imperial....One-half of 32 × 46.**

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 3000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | | |
| Red..... | | | | | | | | |
| Red and Black..... | | | | | | | | |

The prices of this page are for Presswork only.

### 16 × 23 inches, Half Imperial....One-fourth of 32 × 46.

Same prices may be used for size 12 × 24 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $ .75 | $ .40 | $1.35 | $2.35 | $3.50 | $4.00 | $3.50 | $3.00 |
| Blue | 1.25 | .50 | 2.00 | 3.20 | 5.10 | 6.00 | 5.00 | 4.50 |
| Red | 1.50 | .70 | 2.50 | 4.25 | 6.85 | 8.00 | 7.00 | 6.00 |
| Red and Black | 2.50 | 1.10 | 4.10 | 6.60 | 10.00 | 12.00 | 10.00 | 9.00 |

### 19 × 24 inches, Medium....One-half of 24 × 38.

Same prices may be used for size 14 × 28 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $1.00 | $ .50 | $1.75 | $3.00 | $4.50 | $5.00 | $4.00 | $4.00 |
| Blue | 1.50 | .70 | 2.60 | 4.30 | 6.40 | 7.50 | 7.00 | 6.50 |
| Red | 2.00 | 1.00 | 3.50 | 6.00 | 8.00 | 10.00 | 9.00 | 9.00 |
| Red and Black | 3.00 | 1.25 | 4.85 | 8.00 | 12.35 | 14.00 | 12.00 | 11.00 |

### 21 × 28 inches, Royal....One-half of 28 × 42.

Same prices may be used for size 15 × 32 inches.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 3000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $1.00 | $ .55 | $1.85 | $3.20 | $4.80 | $5.50 | $5.00 | $5.00 |
| Blue | 1.75 | .80 | 3.00 | 5.00 | 7.00 | 9.00 | 8.00 | 7.00 |
| Red | 2.50 | 1.10 | 4.20 | 7.00 | 10.00 | 12.00 | 10.00 | 10.00 |
| Red and Black | 3.50 | 1.50 | 5.75 | 9.50 | 14.75 | 17.00 | 16.00 | 15.00 |

### 23 × 32 inches, Imperial....One-half of 32 × 46.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 3000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $1.25 | $ .60 | $2.15 | $3.65 | $5.20 | $6.50 | $5.50 | $5.50 |
| Blue | 2.00 | .90 | 3.35 | 5.60 | 8.60 | 11.00 | 10.00 | 9.00 |
| Red | 2.75 | 1.30 | 4.80 | 8.00 | 12.30 | 14.00 | 13.00 | 13.00 |
| Red and Black | 4.25 | 1.75 | 6.90 | 11.25 | 16.12 | 20.00 | 19.00 | 18.00 |

**Engraved Pine Blocks**, with sunken lettering and broad flat surfaces of color, require much higher prices than those given in the tables, for they consume much more ink. Exact price cannot be given, for the consumption of ink will depend upon the area of surface, and the quality of color used. An engraved block of size 18 × 23 inches, printed in Red ink at $1.00 per pound, will consume, on damp (not wet) calendered paper, about 8 pounds of ink; on dry rough news, about 11 pounds.

**24 × 38 inches....Full Sheet of Double Medium.**

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 3000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | | |
| Red..... | | | | | | | | |
| Red and Black..... | | | | | | | | |

**28 × 42 inches....Full Sheet of Double Super Royal.**

| Color of Ink. | 100. | 200. | 300. | 400. | 500. | 1000. | Every added 100. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red..... | | | | | | | |
| Red and Black..... | | | | | | | |

**32 × 46 inches....Full Sheet of Double Imperial.**

| Color of Ink. | 100. | 200. | 300. | 400. | 500. | 1000. | Every added 100. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red..... | | | | | | | |
| Red and Black..... | | | | | | | |

**36 × 48 inches....Full Sheet of Mammoth.**

| Color of Ink. | 100. | 200. | 300. | 400. | 500. | 1000. | Every added 100. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red..... | | | | | | | |
| Red and Black..... | | | | | | | |

The prices of this page are for Presswork only.

### 24 × 38 inches....Full Sheet of Double Medium.

| Color of Ink. | 100. | Every added 100. | 250. | 500. | 750. | 1000. | 2000. per 1000. | 3000. per 1000. |
|---|---|---|---|---|---|---|---|---|
| Black | $1.50 | $ .75 | $2.60 | $4.50 | $6.00 | $7.50 | $7.00 | $6.00 |
| Blue | 2.50 | 1.05 | 4.10 | 6.70 | 10.00 | 12.00 | 11.00 | 11.00 |
| Red | 3.00 | 1.60 | 5.40 | 9.40 | 13.50 | 17.00 | 17.00 | 16.00 |
| Red and Black | 6.00 | 2.00 | 8.00 | 13.00 | 18.00 | 22.00 | 21.00 | 20.00 |

### 28 × 42 inches....Full Sheet of Double Super Royal.

| Color of Ink. | 100. | 200. | 300. | 400. | 500. | 1000. | Every added 100. |
|---|---|---|---|---|---|---|---|
| Black | $2.00 | $2.80 | $3.60 | $4.40 | $5.20 | $9.00 | $ .80 |
| Blue | 3.50 | 4.75 | 6.00 | 7.25 | 8.50 | 14.00 | 1.25 |
| Red | 5.00 | 6.50 | 8.00 | 9.50 | 11.00 | 20.00 | 1.50 |
| Red and Black | 7.50 | 10.00 | 12.00 | 14.00 | 16.00 | 26.00 | 2.25 |

### 32 × 46 inches....Full Sheet of Double Imperial.

| Color of Ink. | 100. | 200. | 300. | 400. | 500. | 1000. | Every added 100. |
|---|---|---|---|---|---|---|---|
| Black | $3.00 | $3.90 | $4.80 | $5.60 | $6.60 | $10.00 | $ .90 |
| Blue | 4.50 | 6.00 | 7.50 | 9.00 | 10.50 | 17.50 | 1.50 |
| Red | 6.00 | 7.80 | 9.60 | 11.40 | 13.20 | 22.50 | 2.00 |
| Red and Black | 10.00 | 12.25 | 15.40 | 16.70 | 19.00 | 30.00 | 2.50 |

### 36 × 48 inches....Full Sheet of Mammoth.

| Color of Ink. | 100. | 200. | 300. | 400. | 500. | 1000. | Every added 100. |
|---|---|---|---|---|---|---|---|
| Black | $4.00 | $5.00 | $6.00 | $7.00 | $8.00 | $12.50 | $1.00 |
| Blue | 6.00 | 7.75 | 9.50 | 11.25 | 13.00 | 22.00 | 1.75 |
| Red | 8.00 | 10.50 | 13.00 | 15.50 | 18.00 | 30.00 | 2.50 |
| Red and Black | 12.00 | 15.00 | 18.00 | 21.00 | 24.00 | 38.00 | 3.00 |

**Fine Wood Engravings** or Electrotypes, Fine Borders or Small Type, will require the use of fine inks, and more careful making-ready, and extra price.

**Streamers,** or narrow bills, containing a single line of great length, can be made of any size of large paper. Six and eight-inch strips are best cut from 24 × 38; seven and nine-inch strips from 28 × 42. The usual method on a large order is to fill the sheet with type, and to cut up in strips after printing. For a short order it may be judicious to print on the half sheet. The composition should be rated rather higher than for ordinary work of similar size, as the type will run on sorts. Presswork at the usual rates for whatever size may be selected. The cutting up should be rated at 75 cents per hour. At these rates 100 Streamers, 6 × 152 inches (including composition at $3.00 and paper at 50 cents), could be priced at $5.00, and every added 100 at $1.00.

## VALUE OF SHOW CARD BOARD PER 100.

| Full Board. | Qualities. | 2 to Board. | 3 to Board. | 4 to Board. | 5 to Board. | 6 to Board. | 8 to Board. | 9 to Board. |
|---|---|---|---|---|---|---|---|---|
| $6.25 | China, or Thin Satin | $ | $ | $ | $ | $ | $ | $ |
| 7.50 | Satin, white or col'd | | | | | | | |
| 9.25 | Thick Satin..... | | | | | | | |
| 12.00 | Extra-thick Satin... | | | | | | | |
| 12.50 | Colored Satin, thick | | | | | | | |
| 7.25 | Thin Blanks ..... | | | | | | | |
| 8.50 | Ordinary Blanks... | | | | | | | |
| 11.00 | Extra Blanks..... | | | | | | | |
| 13.75 | Post Board..... | | | | | | | |
| 18.00 | Bristol, 2-sheet..... | | | | | | | |
| 28.00 | Bristol, 4-sheet..... | | | | | | | |
| 15.00 | Railroad..... | | | | | | | |
| 19.00 | Ex. thick Railroad.. | | | | | | | |
| 23.00 | Double-ex. Railroad | | | | | | | |
| 27.00 | Triple-ex. Railroad.. | | | | | | | |
| 15.00 | Satin Enamelled.... | | | | | | | |
| 16.00 | Ivory, thick..... | | | | | | | |

# SHOW CARDS.

The regular size of Card Board is 22 × 28 inches. The edges are ragged, and the Board when trimmed seldom exceeds 21 × 27 inches.

## Usual Sizes.

| Size. To Sheet. | Ordinary Shape. Inches | Narrow Shape. Inches. |
|---|---|---|
| 1 | 21 × 27 | |
| 2 | 13½ × 21 | 10½ × 27 |
| 3 | 10½ × 16½ | 9 × 21 |
| 4 | 10½ × 13½ | 6¾ × 21 |
| 5 | 9 × 12 | 6½ × 14 |
| 6 | 9 × 10½ | 7 × 13½ |
| 8 | 6¾ × 10½ | 5¼ × 13½ |
| 9 | 7 × 9 | |
| 10 | 5¼ × 10½ | 4⅛ × 13½ |
| 12 | 5¼ × 9 | 4½ × 10½ |
| 15 | 5¼ × 7 | 4¼ × 9 |
| 16 | 5¼ × 6¾ | |

## VALUE OF SHOW CARD BOARD PER 100.

| Full Board. | Qualities. | 2 to Board. | 3 to Board. | 4 to Board. | 5 to Board. | 6 to Board. | 8 to Board. | 9 to Board. |
|---|---|---|---|---|---|---|---|---|
| $6.25 | China, or Thin Satin | $3.12 | $2.09 | $1.57 | $1.25 | $1.05 | $ .78 | $ .69 |
| 7.50 | Satin, white or col'd | 3.75 | 2.50 | 1.88 | 1.50 | 1.25 | .94 | .83 |
| 9.25 | Thick Satin | 4.63 | 3.08 | 2.31 | 1.85 | 1.54 | 1.15 | 1.03 |
| 12.00 | Extra-thick Satin | 6.00 | 4.00 | 3.00 | 2.40 | 2.00 | 1.50 | 1.33 |
| 12.50 | Colored Satin, thick | 6.25 | 4.17 | 3.12 | 2.50 | 2.10 | 1.56 | 1.40 |
| 7.25 | Thin Blanks | 3.62 | 2.42 | 1.81 | 1.45 | 1.21 | .91 | .81 |
| 8.50 | Ordinary Blanks | 4.25 | 2.83 | 2.12 | 1.70 | 1.41 | 1.06 | .94 |
| 11.00 | Extra Blanks | 5.50 | 3.67 | 2.75 | 2.20 | 1.83 | 1.37 | 1.22 |
| 13.75 | Post Board | 6.87 | 4.58 | 3.44 | 2.75 | 2.29 | 1.72 | 1.53 |
| 18.00 | Bristol, 2-sheet | 9.00 | 6.00 | 4.50 | 3.60 | 3.00 | 2.25 | 2.00 |
| 28.00 | Bristol, 4-sheet | 14.00 | 9.33 | 7.00 | 5.60 | 4.66 | 3.50 | 3.11 |
| 15.00 | Railroad | 7.50 | 5.00 | 3.75 | 3.00 | 2.50 | 1.87 | 1.66 |
| 19.00 | Ex. thick Railroad | 9.50 | 6.33 | 4.75 | 3.80 | 3.16 | 2.37 | 2.11 |
| 23.00 | Double-ex. Railroad | 11.50 | 7.66 | 5.75 | 4.60 | 3.83 | 2.87 | 2.55 |
| 27.00 | Triple-ex. Railroad | 13.50 | 9.00 | 6.75 | 5.40 | 4.50 | 3.37 | 3.00 |
| 15.00 | Satin Enamelled | 7.50 | 5.00 | 3.75 | 3.00 | 2.50 | 1.87 | 1.66 |
| 16.00 | Ivory, thick | 8.00 | 5.33 | 4.00 | 3.20 | 2.66 | 2.00 | 1.77 |

## COMPOSITION OF SHOW CARDS.

The amount of work required in the Composition of Show Cards is exceedingly variable. In some instances, it is but little greater than that of a plain Poster; in others, a profusion of matter and a too careful elaboration of the work may make the composition more expensive than Engraving. For this latter class of work, it is impracticable to make any price. There is also much inequality of labor on apparently simpler work, for which reason the prices of the following table should

| Size of Card. | Plain Style. Plain Border. Little Matter. | Orna-mented. Flower Border. Curved Lines. | Much Orna'd. Comb. Border. Much Matter. | Size of Card. | Plain Style. Plain Border. Little Matter. | Orna-mented. Flower Border. Curved Lines. | Much Orna'd. Comb. Border. Much Matter. |
|---|---|---|---|---|---|---|---|
| 16 to Board | $ | $ | $ | 6 to Board | $ | $ | $ |
| 15..... | | | | 5..... | | | |
| 12..... | | | | 4..... | | | |
| 10..... | | | | 3..... | | | |
| 9..... | | | | 2..... | | | |
| 8..... | | | | 1..... | | | |

**Sizes 10, 12, 15, 16 to Board.**

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red..... | | | | | | | |
| Gold..... | | | | | | | |
| Every added Color..... | | | | | | | |
| Black and Red..... | | | | | | | |

be used with discretion. The quality of card board selected is often a fair index to the value of the work: for cheap cards, plain composition; for fine cards, careful composition. A Show Card, fairly treated, requires newer type and more careful treatment than a Poster. The composition should be at higher price.

| Size of Card. | Plain Style. Plain Border. Little Matter. | Ornamented. Flower Border. Curved Lines. | Much Orna'd. Comb. Border. Much Matter. | Size of Card. | Plain Style. Plain Border. Little Matter. | Ornamented. Flower Border. Curved Lines. | Much Orna'd. Comb. Border. Much Matter. |
|---|---|---|---|---|---|---|---|
| 16 to Board | $1.50 | $2.50 | $5.00 | 6 to Board | $2.00 | $4.50 | $7.00 |
| 15..... | 1.50 | 2.50 | 5.00 | 5..... | 2.25 | 4.50 | 7.50 |
| 12..... | 1.50 | 3.00 | 5.50 | 4..... | 2.50 | 5.50 | 8.00 |
| 10..... | 1.75 | 3.50 | 5.50 | *3..... | 2.75 | 6.50 | 9.00 |
| 9..... | 1.75 | 3.75 | 6.00 | 2..... | 3.00 | 7.50 | 10.00 |
| 8..... | 2.00 | 4.00 | 6.00 | 1..... | 5.00 | 10.00 | 15.00 |

These prices are for composition of form for one color. All time spent in the division of a form for two or more colors should be an additional charge.

**Engraving, Table Work, an Excess of Very Small Type,** or any other extra work, not indicated in the headings, should be at extra price.

On quite plain work, it is often necessary to have lines engraved. When these lines are of plain type, they must be considered as ordinary material, and need not be charged; when they are of grotesque type, or are engraved from special design, the cost of this extra work should be added as one of the items of composition. It is injudicious to charge such engraving specifically.

**Cards Composed in Circles or Diagonal Borders,** or in any deviation from the regular usage, should be at about double price for composition.

**Long and Narrow Shapes,** set the narrow way, require an unusual amount of composition. An addition of one-half to the price of the regular shape would be just for most cards of this form.

## PRESSWORK OF SHOW CARDS.

These are the average prices of good type work, but like the prices of composition they should be used with discretion. The heading Show Cards includes a wide range of work of great irregularity. When a Show Card is composed with but little more care than a Poster, and is printed on a Thin Blank, with ordinary news ink, it need not be rated at more than 50 per cent. advance on the price of Posters.*

### Sizes 10, 12, 15, 16 to Board.

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black..... | $1.00 | $1.35 | $1.75 | $2.50 | $ .30 | $4.00 | $3.00 |
| Blue..... | 1.50 | 1.90 | 2.25 | 3.00 | .40 | 5.00 | 4.00 |
| Red..... | 1.50 | 2.00 | 2.50 | 3.50 | .50 | 6.00 | 5.00 |
| Gold..... | 2.00 | 2.80 | 3.50 | 5.00 | .80 | 9.00 | 8.00 |
| Every added Color..... | 1.25 | 1.75 | 2.25 | 3.00 | .40 | 5.00 | 5.00 |
| Black and Red..... | 3.00 | 3.80 | 4.60 | 6.20 | .75 | 10.00 | 9.00 |

* This advance of 50 per cent. is really needed to compensate for the slower speed of the press, and the greater care required in handling.

The prices of the following tables are for Ordinary Presswork only.

**Sizes 5, 6, 8, 9 to Board.**

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | |
| Red | | | | | | | |
| Gold | | | | | | | |
| Every added Color | | | | | | | |
| Black and Red | | | | | | | |

**Sizes 3 or 4 to Board.**

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | |
| Red | | | | | | | |
| Gold | | | | | | | |
| Every added Color | | | | | | | |
| Black and Red | | | | | | | |

**Two to Board, 13½ × 21 inches.**

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | |
| Red | | | | | | | |
| Gold | | | | | | | |
| Every added Color | | | | | | | |
| Black and Red | | | | | | | |

**Full Board, 21 × 27 inches.**

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | |
| Red | | | | | | | |
| Gold | | | | | | | |
| Every added Color | | | | | | | |
| Black and Red | | | | | | | |

The prices of the following tables are for Ordinary Presswork only.

### Sizes 5, 6, 8, 9 to Board.

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.50 | $1.90 | $2.30 | $3.00 | $ .40 | $5.00 | $4.00 |
| Blue | 2.00 | 2.50 | 3.10 | 4.00 | .60 | 7.00 | 6.00 |
| Red | 2.00 | 2.80 | 3.60 | 5.00 | .80 | 9.00 | 8.00 |
| Gold | 3.00 | 4.00 | 5.00 | 7.00 | 1.00 | 12.00 | 10.00 |
| Every added Color | 2.00 | 2.50 | 3.00 | 3.75 | .45 | 6.00 | 5.00 |
| Black and Red | 3.50 | 4.75 | 5.75 | 7.75 | 1.25 | 14.00 | 12.50 |

### Sizes 3 or 4 to Board.

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.50 | $2.00 | $2.50 | $3.50 | $ .50 | $6.00 | $5.00 |
| Blue | 2.00 | 2.65 | 3.25 | 4.50 | .70 | 8.00 | 7.00 |
| Red | 2.00 | 3.00 | 3.80 | 5.50 | .90 | 10.00 | 9.00 |
| Gold | 3.00 | 4.25 | 5.50 | 7.75 | 1.25 | 14.00 | 12.50 |
| Every added Color | 2.00 | 2.65 | 3.25 | 4.50 | .70 | 8.00 | 7.00 |
| Black and Red | 4.00 | 5.25 | 6.50 | 9.00 | 1.40 | 16.00 | 14.00 |

### Two to Board, 13½ × 21 inches.

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $2.00 | $2.60 | $3.25 | $4.50 | $ .60 | $7.50 | $6.50 |
| Blue | 2.50 | 3.35 | 4.10 | 5.75 | .85 | 10.00 | 9.00 |
| Red | 3.00 | 4.50 | 6.00 | 8.00 | 1.40 | 15.00 | 14.00 |
| Gold | 3.50 | 5.00 | 7.00 | 10.00 | 1.60 | 18.00 | 16.00 |
| Every added Color | 2.50 | 3.30 | 4.10 | 5.75 | .85 | 10.00 | 10.00 |
| Black and Red | 5.00 | 6.35 | 7.70 | 10.50 | 2.00 | 20.00 | 18.00 |

### Full Board, 21 × 27 inches.

| Color of Ink. | 100. | 200. | 300. | 500. | Every added 100. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|---|
| Black | $2.50 | $3.35 | $4.10 | $5.75 | $ .85 | $10.00 | $10.00 |
| Blue | 3.00 | 4.25 | 5.75 | 8.00 | 1.40 | 15.00 | 14.00 |
| Red | 4.00 | 5.60 | 7.20 | 11.00 | 1.80 | 20.00 | 18.00 |
| Gold | 5.00 | 7.00 | 9.00 | 13.00 | 2.40 | 25.00 | 22.00 |
| Every added Color | 3.00 | 4.00 | 5.00 | 7.00 | 1.00 | 12.00 | 12.00 |
| Black and Red | 6.00 | 8.50 | 11.00 | 15.00 | 3.00 | 30.00 | 25.00 |

**Enamelled Boards** are seldom used for large Show Cards, and it is not worth while to give a special table of prices therefor. If such stock is selected, the labor of presswork will be increased not less than one-fourth—in many cases, fully one-half. As a general rule, an addition of one-third to the table prices will be required.

The quality of the card board should control the price of labor. Unseasoned Satins, flaky Enamelled, and unevenly thick or knotty Printers are specially objectionable. These imperfections are found in both classes; it is, therefore, not judicious to make a distinction in price between Soft and Hard surfaces.

**The Amount and Value of the Ink Consumed** constitute a greater irregularity. In the tables, the extra price charged for Colored ink over Black ink is for the extra value of the color and the additional labor required. For Show Cards it is necessary to use much finer inks than for Posters. Black from $1.00 to $5.00, Blue from $1.00 to $3.00, and Red from $5.00 to $20.00, indicate the higher range of cost. But the value of color used is unequal. Of two Show Cards of same size, one may consume but one pound of ink, while the other will consume three pounds. The prices here given are for the average consumption of good colors. When it is obvious that the amount of color used will be trivial, or when very cheap colors are selected, the prices may be reduced. By the same rule, it will be necessary to advance the prices when the colors are unusually expensive, or when there is an excessive amount of ordinary color. The prices given will suit the average of work. They do not allow for the use of any ink costing over $2.00 per pound. Inks of higher price are frequently wanted, and when furnished should advance the cost of the work in proportion. For example: The price of 1000, 21 × 27 inches, in Red, is $20.00, of which $10.00 represents the value of the five pounds of ink that will be used. If Red at $5.00 is required, the value of the ink consumed will be $25.00, or $15.00 in excess of the allowance. The price for such a Red should be $35.00.

**Show Cards in Many Colors.** The prices of presswork given for each color are for cards exclusively in that color. Where two colors are printed on the same card, the quantity of color used is (in type work not trapped or blended), but little greater than that required for one color. But the value of the labor is more than doubled, and fairly offsets all the saving of color. Where three or four colors are used in a type Show Card, not requiring great accuracy of register, some allowance may be made for the saving of color. For example: The price of 1000 cards, 21 × 27 inches, all in Red ink, is $20.00. Of this sum, $10.00 is allowed for work and $10.00 for ink. If the card is in four colors, and the amount of Red used is one-third of the whole amount, about one-third, or $3.50, should be deducted from the price, making it $16.50, instead of $20.00. But if a very exact registry of Red is required, as for lines of letters in two colors, then the price should be retained at $20.00. The irregular manner in which color forms are divided, and the unequal quantities of ink used, make it impracticable to offer absolute prices and rules.

**Dividing a Form for Colors** can be rated only by time. For picking out and making-up a few straight lines in one form, $1.00 may be enough; for making-up a form with curved letters in two colors, $5.00 may be too little.

**Flat Tint Plates,** or Engraved Blocks of any kind on wood or metal, should be at higher price than ordinary type work. When printed in gray or dull tints, the price should be about one-half more than for Black: if in bright color from one-half more to double that of the same bright color on type.

**Dry Color Work.** The price for Show Cards in dry color of any kind should be at least four times the price of Black. The colors are not expensive, but the ordinary method of applying them is both tedious and unhealthy, as well as damaging to paper and presses. The use of dry color is a specialty with a few printers, who do the work in an air-tight room, and with appropriate machinery. Most printers find it necessary to decline orders for this work at any price.

**Flock Printing.** This kind of work is not so unhealthy, but is as disagreeable as any dry color work. Orders are accepted only by those printers who make it a specialty. The prices are irregular, and are made to include the cost of engraving. The value of presswork may be rated at five times the price of Black.

**Crystals and Spangles** cost more and waste more than Flock, and are made to adhere with more difficulty. The value of presswork varies from six to eight times that of Black.

**Wood Cuts** on thick and hard card board cannot be treated as well as on paper The extra time of making overlays should be added.

## ORNAMENTAL SHOW CARDS.

It is not practicable to print a satisfactory Show Card in many colors exclusively with type. Types are too precise and too inflexible to be bent in curves of graceful irregularity. It is as necessary to bend single letters as full lines. For the finest work, assistance must be sought from the Engraver.

For a simple arrangement of matter, the special engraving of one or two lines may be sufficient to relieve the stiffness of type. The addition of a ground tint with lights, or of shadows or tints to ornamental letter, will often be enough.

For a strictly first-class Show Card, the entire work, or at least all the display work, should be engraved. For a small edition, Lithography should be preferred. For a large edition of probable frequent recurrence, the work should be engraved in relief, and on type metal. The value of this engraving will depend upon the plainness or elaboration of the work, the reputation of the designer, and the number of colors required. The following table will give a notion of the comparative value of different sizes and styles.

Type Metal should be preferred over Wood. It saves the cost of electrotyping; it does not shrink or warp; and it enables the pressman to produce exact register.

## ENGRAVING CARDS ON TYPE METAL.

Prices of this table are for the KEY-BLOCK, or the one that contains the most engraving. They are for Lettering and Ornament only. All Pictures at extra price.

| Style of Work. | Size 9×10 inches. | Size 10×13 inches. | Size 13×21 inches. | Size 21×27 Inches. |
|---|---|---|---|---|
| Plain, few letters, Rough work. | $10@15 | $15@20 | $25@ 40 | $50@ 75 |
| Ornamented, much lett'g, Fair " | 20@30 | 25@40 | 45@ 60 | 75@100 |
| Elaborate, profuse lett'g, Fine " | 40@60 | 50@75 | 75@100 | 100@150 |
| COLOR PLATES, each..... | $6@20 | $10@30 | $12@ 50 | $25@ 75 |

**Type Metal Tint Plates** are sold for 40 cents per pound, which is equivalent to a little less than 3 cents per square inch. When properly blocked on prepared wood, and banded with brass, they should be rated at 6 cents per square inch.

**Cutting Lights** out of a tint plate, if lights are not too profusely used, is often but a trivial expense, and will materially add to the effect of the work.

## MOUNTING ON BOARDS.

**Show Cards** are sometimes made by mounting printed paper on tar or straw board. The Printing is done at less expense, and, when wood cuts are used, sometimes with superior effect. The advantages sought are greater cheapness and strength. A grave objection against the process is the increased liability of the board to warp, which is rarely ever effectually prevented.

### Cost of Mounting Paper on Boards, in Quantities.

| Items. | 13×21 inches. | 19×24 inches. | 21×27 inches. | 24×38 inches. |
|---|---|---|---|---|
| Labor, etc. of Mounting 100 copies.. | $2.00 | $3.00 | $3.00 | $4.00 |
| Thin Straw Board, No. 60, " " .. | 1.75 | 3.50 | 3.50 | 4.85 |
| Thick Straw Board, No. 25, " " .. | 4.20 | 8.62 | 8.62 | 11.50 |
| Thin Tar Board, No. 60, " " .. | 2.87 | 5.75 | 5.75 | .... |
| Thick Tar Board, No. 25, " " .. | 7.00 | 20.00 | 20.00 | .... |

These prices are for plainest work. No allowance made for eyelets or bordered edge. Tar Board, sufficiently good for this purpose, is calculated at $6.90 per 100 pounds; Straw Board at $5.30 per 100 pounds.

## MOUNTING ON STRETCHERS.

Covered Wood Frame, decorated Paper Border and Enamel Finish, in quantities.

| Qualities. | Size 12×19 inches. | Size 19×24 inches. | Size 22×28 inches. | Size 24×38 inches. |
|---|---|---|---|---|
| Paper Back, oak border .....each | .22 | .35 | .40 | .65 |
| Muslin Back, ornamented border .. | .30 | .40 | .45 | .75 |

**Eyeletting.** For a simple eyelet and tape loop, the price should be $7.50 per 1000; for double eyelets and tape loop $12.50 per 1000. One hundred only about double price. **Inserting Suspension Rings,** from $6.00 to $10.00 per 1000, according to thickness and quality.

## ESTIMATES FOR 1000 SHOW CARDS IN COLORS.

| Items. | 10×13 inches. 3 Colors. All Type. Plain. | 10×13 inches. 5 Colors. Some Engraving. | 13×21 inches. 3 Colors. All Type. | 13×21 inches. 5 Colors. Much Engraving. | 21×27 inches. 6 Colors. All Engraved. |
|---|---|---|---|---|---|
| Composition ..... | $2.50 | $5.00 | $7.50 | $7.50 | .... |
| Dividing Forms for Colors.. | 1.50 | 3.00 | 2.50 | 5.00 | $7.50 |
| Engraving Key-Block..... | .... | 10.00 | .... | 40.00 | 100.00 |
| Color Plates and Transfers.. | .... | .... | .... | 70.00 | 200.00 |
| Trial Proofs, etc..... | .... | 3.75 | .... | 10.00 | 15.00 |
| Cards, Railroad..... | 37.50 | 37.50 | 75.00 | 75.00 | 150.00 |
| Presswork, Black..... ... | 6.00 | 6.00 | 7.50 | 7.50 | 10.00 |
| " Blue..... | 8.00 | 8.00 | 10.00 | 10.00 | *12.00 |
| " Red..... | 10.00 | 10.00 | *12.00 | 12.50 | *15.00 |
| " Gold..... | .... | 14.00 | .... | 16.00 | *18.00 |
| " Gray tint..... | .... | 10.00 | .... | 10.00 | 15.00 |
| " Yellow..... | .... | .... | .... | 10.00 | 10.00 |
| Suspension Rings..... | 8.00 | 8.00 | 8.00 | 8.00 | 8.00 |
| Total..... | $73.50 | $115.25 | $122.50 | $281.50 | $560.50 |

* See Note, Show Cards in Many Colors, on page 241.

On a second edition of One thousand of the qualities specified in the two latter columns, there would be no charge for engraving, and the price of every added thousand would be reduced more than one-half.

## LITHOGRAPHED SHOW CARDS.

**For the Finest Work,** it is expedient to use Lithography, especially for pictures or ornaments in which blended colors or tints are required.

**The Value of Designing and Engraving** is too irregular to be priced even approximatively. The cost of Engraving ordinary work on Stone is rather less than on Wood. On really first-class work, it is much more. The cost of Printing in the usual way on Hand Press is much greater than for Relief work.

The regular rate for printing a sheet of 22 × 28 inches is $5.00 per 100 impressions for each color, except gold, which is always extra. Some Lithographers use relief plates for the flat and plain tints or colors, and print them on the typographic cylinder press. Steam lithographic machines are also used for some, and sometimes for all, colors. The prices consequently are exceedingly irregular.

# REGULAR FOLDS OF LABEL PAPERS.

## Flat Letter.
10 × 16 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 8 × 10 |
| 3 | 5⅓ × 10 |
| 4 | 5 × 8 |
| 5 | 3⅓ × 10 |
| 6 | 5⅓ × 5 |
| 8 | 4 × 5 |
| 9 | 3⅓ × 5⅓ |
| 10 | 3⅛ × 5 |
| 12 | 2½ × 5⅓ |
| 15 | 3⅓ × 3⅛ |
| 16 | 2½ × 4 |
| 18 | 2⅔ × 3⅓ |
| 20 | 2½ × 3⅓ |
| 24 | 2⅔ × 2½ |
| 32 | 2 × 2½ |
| 36 | 1⅔ × 2⅔ |
| 40 | 1⅗ × 2½ |
| 48 | 1⅓ × 2⅔ |
| 64 | 1¼ × 2 |
| 72 | 1⅓ × 1⅔ |
| 80 | 1¼ × 1⅗ |
| 96 | 1⅓ × 1½ |
| 128 | 1 × 1¼ |

## Folio Post.
17 × 22 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 11 × 17 |
| 3 | 7⅓ × 17 |
| 4 | 8½ × 11 |
| 5 | 4⅗ × 17 |
| 6 | 7⅓ × 8½ |
| 8 | 5½ × 8½ |
| 9 | 5⅔ × 7⅓ |
| 10 | 4⅗ × 8½ |
| 12 | 4⅓ × 7⅓ |
| 15 | 4⅗ × 5⅔ |
| 16 | 4¼ × 5½ |
| 18 | 3⅔ × 5⅔ |
| 20 | 4¼ × 4⅗ |
| 24 | 3⅔ × 4¼ |
| 32 | 2¾ × 4¼ |
| 36 | 2⅔ × 3⅔ |
| 48 | 2⅓ × 3⅔ |
| 64 | 2⅓ × 2¾ |
| 72 | 1⅔ × 2⅔ |
| 96 | 1¾ × 2⅓ |
| 128 | 1⅓ × 2⅓ |
| 144 | 1⅓ × 1⅔ |
| 192 | 1⅓ × 1¾ |
| 256 | 1 × 1⅔ |

## Medium.
19 × 24 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 12 × 19 |
| 3 | 8 × 19 |
| 4 | 9½ × 12 |
| 5 | 4¾ × 19 |
| 6 | 8 × 9½ |
| 8 | 6 × 9½ |
| 9 | 6⅓ × 8 |
| 10 | 4¾ × 9½ |
| 12 | 4¾ × 8 |
| 15 | 4¾ × 6⅓ |
| 16 | 4¾ × 6 |
| 18 | 4 × 6⅓ |
| 20 | 4¾ × 4¾ |
| 24 | 4 × 4¾ |
| 32 | 3 × 4¾ |
| 36 | 3⅓ × 4 |
| 48 | 2⅜ × 4 |
| 64 | 2⅜ × 3 |
| 72 | 2 × 3⅓ |
| 96 | 2 × 2⅜ |
| 128 | 1½ × 2⅜ |
| 144 | 1½ × 2 |
| 192 | 1⅓ × 2 |
| 256 | 1⅓ × 1½ |

## Double Cap.
17 × 28 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 14 × 17 |
| 3 | 9⅓ × 17 |
| 4 | 8½ × 14 |
| 5 | 5½ × 17 |
| 6 | 8½ × 9⅓ |
| 8 | 7 × 8½ |
| 9 | 5⅔ × 9⅓ |
| 10 | 5½ × 8½ |
| 12 | 4⅔ × 8½ |
| 15 | 5⅔ × 5½ |
| 16 | 4¼ × 7 |
| 18 | 4⅔ × 5⅔ |
| 20 | 4¼ × 5½ |
| 24 | 4¼ × 4⅔ |
| 32 | 3½ × 4¼ |
| 36 | 2¾ × 4⅔ |
| 48 | 2⅓ × 4¼ |
| 64 | 2⅓ × 3½ |
| 72 | 2⅓ × 2¾ |
| 96 | 2⅓ × 2⅓ |
| 128 | 1¾ × 2⅓ |
| 144 | 1⅗ × 2⅓ |
| 192 | 1 × 2⅓ |
| 256 | 1 × 1¾ |

## Flat Cap.
14 × 17 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 8½ × 14 |
| 3 | 5⅔ × 14 |
| 4 | 7 × 8½ |
| 5 | 3⅗ × 14 |
| 6 | 5⅔ × 7 |
| 8 | 4¼ × 7 |
| 9 | 4⅔ × 5⅔ |
| 10 | 3⅗ × 7 |
| 12 | 3½ × 5⅔ |
| 15 | 3⅗ × 4⅔ |
| 16 | 3½ × 4¼ |
| 18 | 2¾ × 4⅔ |
| 20 | 3½ × 3⅗ |
| 24 | 2¾ × 3½ |
| 32 | 2⅛ × 3½ |
| 36 | 2⅓ × 2¾ |
| 40 | 1⅔ × 3½ |
| 48 | 1¾ × 2¾ |
| 64 | 1⅜ × 2⅓ |
| 72 | 1⅔ × 2⅓ |
| 80 | 1⅔ × 1¾ |
| 96 | 1⅜ × 1¾ |
| 128 | 1 × 1¾ |
| 144 | 1⅛ × 1⅔ |
| 192 | ⅞ × 1⅜ |

## Check Folio.
17 × 24 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 12 × 17 |
| 3 | 8 × 17 |
| 4 | 8½ × 12 |
| 5 | 4¾ × 17 |
| 6 | 8 × 8½ |
| 8 | 6 × 8½ |
| 9 | 5⅔ × 8 |
| 10 | 4¾ × 8½ |
| 12 | 4¼ × 8 |
| 15 | 4¾ × 5⅔ |
| 16 | 4¼ × 6 |
| 18 | 4 × 5⅔ |
| 20 | 4¼ × 4¾ |
| 24 | 4 × 4¼ |
| 32 | 3 × 4¼ |
| 36 | 2⅔ × 4 |
| 48 | 2⅔ × 4 |
| 64 | 2⅔ × 3 |
| 72 | 2 × 2¾ |
| 96 | 2 × 2⅔ |
| 128 | 1½ × 2⅔ |
| 144 | 1⅗ × 2 |
| 192 | 1 × 2 |
| 256 | 1 × 1½ |
| 288 | 1 × 1⅔ |

## Royal.
20 × 24 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 12 × 20 |
| 3 | 8 × 20 |
| 4 | 10 × 12 |
| 5 | 4⅗ × 20 |
| 6 | 10 × 10 |
| 8 | 6 × 10 |
| 9 | 6⅔ × 8 |
| 10 | 4⅗ × 10 |
| 12 | 5 × 8 |
| 15 | 4¾ × 6⅔ |
| 16 | 5 × 6 |
| 18 | 4 × 6⅔ |
| 20 | 4¾ × 5 |
| 24 | 4 × 5 |
| 32 | 3 × 5 |
| 36 | 3⅓ × 4 |
| 48 | 2½ × 4 |
| 64 | 2½ × 3 |
| 72 | 2 × 3⅓ |
| 96 | 2 × 2½ |
| 128 | 1½ × 2½ |
| 144 | 1⅔ × 2 |
| 192 | 1¼ × 2 |
| 256 | 1¼ × 1½ |
| 288 | 1 × 1⅔ |

## Super Royal.
22 × 28 inches.

| To Sheet. | Inches. |
|---|---|
| 2 | 14 × 22 |
| 3 | 9⅓ × 22 |
| 4 | 11 × 14 |
| 5 | 5½ × 22 |
| 6 | 9⅓ × 11 |
| 8 | 7 × 11 |
| 9 | 7⅓ × 9⅓ |
| 10 | 5½ × 11 |
| 12 | 5½ × 9⅓ |
| 15 | 5½ × 7⅓ |
| 16 | 5½ × 7 |
| 18 | 4⅔ × 7⅓ |
| 20 | 5½ × 5½ |
| 24 | 4⅔ × 5½ |
| 32 | 3½ × 5½ |
| 36 | 3⅔ × 4⅔ |
| 48 | 2¾ × 4⅔ |
| 64 | 2¾ × 3½ |
| 72 | 2½ × 3⅔ |
| 96 | 2½ × 2¾ |
| 128 | 1¾ × 2¾ |
| 144 | 1¾ × 2½ |
| 192 | 1⅜ × 2½ |
| 256 | 1⅜ × 1¾ |
| 288 | 1 × 1¾ |

Intermediate sizes of similar proportions may be rated as of the next larger size.

Ames' Paper and Card Scale—a diagram that shows at a glance the folds of all Regular papers from Flat Letter to Imperial—will be found of great service in determining the exact amount of paper required for Irregular as well as Regular sizes.

At usual rates, the value of 1000 Show Cards 22 × 28 inches, in six colors, with picture, or pictorial embellishments, would be about 75 cents each. A simple design, with little engraving, in about four colors, could be done for 60 cents, or less; a superior design, with much extra work, might exceed $1.00 per copy. Two, three and even five dollars per copy are common prices for the best work in short editions.

**Card Boards** are objectionable. For the nicest work, lithographers prefer the thickest and the finest Plate paper, which is to be had only to order. Medium, 19 × 24 inches, 150 pounds to the ream, and Super Royal, 22 × 28 inches, 220 pounds, are the usual thicknesses, which may be rated at 12 and 18 cents per sheet.

When Cards are mounted on Stretchers, or put in Frames, very thick paper or card board is not required.

# LABELS.

For this class of work, all sizes and many qualities of Printing, Writing, and Enamelled papers are used. For common Labels, the size **24 by 38 inches** offers the greatest variety of qualities, from the cheapest News to the best Book paper. For fine Labels, the size **20 by 24 inches** is that of the finest Colored Printing and also of the Painted or Enamelled papers. For Labels for writing, the size **17 by 22 inches** presents the best assortment of suitable thickness and price.

There are no sizes that can be called Usual. The table on annexed page gives the dimensions of regular folds of all useful papers. Requisitions will be made for special purposes for many sizes not therein specified. When it can be done, it will be found economical to have rules cut to suit some of these folds, in a regular graduation of sizes.

## VALUE OF LABEL PAPER PER REAM.

### White Printing.

24 × 38 inches.

| | |
|---|---|
| News, fair quality | $5.00 |
| Book, thin | 6.00 |
| Book, thicker | 8.00 |
| Calendered, common | 9.00 |
| Calendered, fine | 10.00 |
| Calendered, super | 12.00 |
| Calendered, thick | 15.00 |

### Colored Printing.

24 × 38 inches.

| | |
|---|---|
| News Stock, thin | $6.00 |
| News Stock, thick | 8.00 |

### White Printing.

20 × 24 inches.

| | |
|---|---|
| Fine Calendered | 6.00 |

### Colored Printing.

20 × 24 inches.

| | |
|---|---|
| Fine Glazed, thin | $6.00 |
| Fine Glazed, thick | 9.00 |

### Plated and Enamelled.

20 × 24 inches.

| | |
|---|---|
| Inferior Qualities | $9.00 |
| Ordinary Colors, thin | 10.00 |
| Fine Colors, thin | 15.00 |
| Superior Colors, | 20.00 |

### Writing Papers.

17 × 22 inches.

| | |
|---|---|
| Belgian 11 lb | $3.30 |
| " 14 lb | 4.20 |
| Engine-sized 14 lb | 4.20 |
| " 16 lb | 4.80 |
| Tub-sized M 14 lb | 5.50 |
| " " 16 lb | 6.25 |
| " " 18 lb | 7.00 |
| " " 20 lb | 7.75 |
| Exchange Folio | 12.00 |
| Thin Bond-paper | 14.00 |
| Super French Folio | 10.00 |
| Fantaisie Folio | 12.00 |

Sizes are too numerous and too irregular to allow of a table for the value of paper per 1000 Labels. To ascertain the value per 1000: first determine the price per ream of the paper selected; then find how many can be got out of a sheet; then consult the Tables of Fractional Sizes of Paper. See also page 39.

| Size of Label. | Plainest Style. Strip Rule. Little Matter. No Ornament. | Ordinary Style. Mitred Rules. Common Matter. Little Ornam't. | Fine Style. Special Mitres. Fine Type. Much Ornam't. | Elaborate Comb. Border, with Excess of Matter or Ornament. |
|---|---|---|---|---|
| 128 to Sheet..... | $ @ | $ @ | $ @ | $ @ |
| 96 @ 48 to sheet. | @ | @ | @ | @ |
| 32 @ 16 to sheet. | @ | @ | @ | @ |
| 12 to sheet..... | @ | @ | @ | @ |
| 8 " " ..... | @ | @ | @ | @ |
| 6 " " ..... | @ | @ | @ | @ |
| 4 " " ..... | @ | @ | @ | @ |
| 2 " " ..... | @ | @ | @ | @ |

## ELECTROTYPING AND BLOCKING.

| Part of Sheet. | Square Inches. | Price. | Part of Sheet. | Square Inches. | Price. |
|---|---|---|---|---|---|
| 128..... | 2½..... | $ | 24..... | 14 ..... | $ |
| 96..... | 3¼..... | | 16..... | 20 ..... | |
| 80..... | 4 ..... | | 12..... | 27 ..... | |
| 72..... | 4½..... | | 8..... | 40 ..... | |
| 64..... | 5 ..... | | 6..... | 54 ..... | |
| 48..... | 7 ..... | | 4..... | 80 ..... | |
| 32..... | 10 ..... | | 2..... | 160 ..... | |

## COMPOSITION OF LABELS.

As the sizes 24 × 38 inches, and its approximate half size 20 × 24 inches, are most used for Labels, prices for composition will be made for the principal fractions of these sizes. For other papers use the printed price for the nearest size. The Index Figures in antique represent the fractions of a sheet 20 × 24 or 19 × 24 inches.

The amount of work on Labels is very unequal, and it is difficult to make an acceptable classification. The four graduations of prices given below will give a notion of comparative values. But there are many kinds that are not fairly included in any of these classifications. All the prices must be used with caution; some Labels are worth much more and others less than the printed prices. They should be tested by time at the rate of 75 cents per hour, with proper allowance for cutting of rules and for use of fine type.

| Size of Label. | Plainest Style. Strip Rule. Little Matter. No Ornament. | Ordinary Style. Mitred Rules. Common Matter. Little Ornam't. | Fine Style. Special Mitres. Fine Type. Much Ornam't. | Elaborate Comb. Border, with Excess of Matter or Ornament. |
|---|---|---|---|---|
| **128** to Sheet..... | $ .25@ .40 | $ .50@ .75 | $1.00@1.50 | $1.50@2.00 |
| **96** @ **48** to sheet. | .40@ .60 | .75@1.00 | 1.50@2.00 | 2.00@3.00 |
| **32** @ **16** to sheet. | .60@ .90 | 1.00@1.50 | 2.00@3.00 | 4.00@5.00 |
| **12** to sheet..... | .75@1.00 | 1.25@2.20 | 2.50@3.50 | 5.00@6.00 |
| **8** " " ..... | .90@1.25 | 1.50@2.50 | 3.00@4.00 | 6.00@7.50 |
| **6** " " ..... | 1.00@1.50 | 1.75@2.75 | 3.50@4.50 | 7.00@9.00 |
| **4** " " ..... | 1.25@1.75 | 2.00@3.00 | 4.00@5.00 | 8.00@10.00 |
| **2** " " ..... | 1.50@2.25 | 2.50@4.00 | 5.00@7.00 | 10.00@15.00 |

The quality of paper selected is often a fair index to the value of composition: for common paper, common work; for enamelled paper, fine work.

When many plain Labels of exactly the same kind are set up, to save presswork, the price of composition may be reduced, if, as is probable, the composition can be done at less cost. If the Labels are of different matter or size there can be no economy, and there should be no reduction.

**Circles, Ovals, Octagons, Shields, Curved Heads, Double-Rule Borders,** and all similar work requiring double justification, should be rated at about double price for composition.

The **Making-up** of a form of Labels, of irregular sizes and shapes, is often a serious expense. It can seldom be charged specifically. Time so spent should be added to that of Composition or Presswork, as may be most expedient.

## ELECTROTYPING AND BLOCKING.

| Part of Sheet. | Square Inches. | Price. | Part of Sheet. | Square Inches. | Price. |
|---|---|---|---|---|---|
| **128**..... | 2½..... | $ .50 | **24**..... | 14 ..... | $1.05 |
| **96**..... | 3¼..... | .55 | **16**..... | 20 ..... | 1.30 |
| **80**..... | 4 ..... | .60 | **12**..... | 27 ..... | 1.62 |
| **72**..... | 4½..... | .65 | **8**..... | 40 ..... | 2.40 |
| **64**..... | 5 ..... | .70 | **6**..... | 54 ..... | 3.24 |
| **48**..... | 7 ..... | .75 | **4**..... | 80 ..... | 4.80 |
| **32**.....10 | ..... | .85 | **2**.....160 | ..... | 9.60 |

A large order for Labels can be done with proper economy only with the aid of Electrotyping. Where the composition is difficult, it is much cheaper to electrotype than to reset.

**Mortising in Borders,** from 10 to 25 cents each, according to size and shape.

**Alterations on Small Labels** may be averaged at 25 cents each. If not done with system, they will cost much more.

**Sheet 6 × 9 inches, or smaller. One or more Labels.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black at cents per lb. | $.35 | $.50 | $.65 | $ | $ | $ | $ |
| Blue at $ ..... | | | | | | | |
| Red at $ ..... | | | | | | | |
| Black and Red..... | | | | | | | |

**All Sizes from 7 × 10 to 11 × 17 inches. Common Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black ..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red..... | | | | | | | |
| Black and Red..... | | | | | | | |

**All Sizes from 12 × 19 to 17 × 22 inches. Common Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red..... | | | | | | | |
| Red and Black..... | | | | | | | |

**Size 19 × 24 inches. Common Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red ..... | | | | | | | |
| Red and Black..... | | | | | | | |

## PRESSWORK OF COMMON LABELS.

Common Work on Common Paper.

The prices of the following tables are for the Common Presswork that is usually required upon common News and Book papers. Forms of the larger sizes are supposed to consist of stereotype plates, which will require more time in making-ready than moveable type. The prices for short numbers are the usual prices, but they are not enough.

### Sheet 6 × 9 inches, or smaller. One or more Labels.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black at 50 cents per lb. | $ .50 | $ .75 | $1.00 | $1.25 | $1.50 | $1.25 | $1.25 |
| Blue at $1.00 | .75 | 1.00 | 1.25 | 1.75 | 2.00 | 1.75 | 1.50 |
| Red at $1.00 | .75 | 1.20 | 1.60 | 2.10 | 2.50 | 2.00 | 2.00 |
| Black and Red | 1.50 | 2.75 | 2.75 | 3.50 | 4.00 | 3.50 | 3.00 |

To be done at these prices with any hope of profit, the work must be done on small treadle presses, by boys. For the work of men and the use of cylinders, take the prices of the next table.

### All Sizes from 7 × 10 to 11 × 17 inches. Common Presswork.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ .75 | $1.00 | $1.25 | $1.75 | $2.00 | $2.00 | $2.00 |
| Blue | 1.00 | 1.20 | 1.75 | 2.40 | 3.00 | 2.75 | 2.50 |
| Red | 1.00 | 1.50 | 2.50 | 3.25 | 4.00 | 3.75 | 3.50 |
| Black and Red | 2.50 | 3.00 | 4.00 | 5.00 | 6.00 | 5.50 | 5.00 |

### All Sizes from 12 × 19 to 17 × 22 inches. Common Presswork.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.00 | $1.25 | $1.75 | $2.10 | $2.50 | $2.25 | $2.00 |
| Blue | 1.25 | 1.50 | 2.50 | 3.25 | 4.00 | 3.50 | 3.00 |
| Red | 1.50 | 2.00 | 3.00 | 4.00 | 5.00 | 4.50 | 4.00 |
| Red and Black | 3.00 | 3.75 | 4.50 | 6.00 | 7.50 | 7.00 | 6.50 |

### Size 19 × 24 inches. Common Presswork.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.25 | $1.50 | $2.00 | $2.50 | $3.00 | $2.50 | $2.00 |
| Blue | 1.50 | 2.00 | 3.00 | 4.00 | 5.00 | 4.50 | 4.00 |
| Red | 2.00 | 3.00 | 5.00 | 6.50 | 8.00 | 7.00 | 7.00 |
| Red and Black | 4.00 | 5.00 | 6.00 | 8.00 | 10.00 | 9.00 | 8.00 |

**Size 22 × 28 inches. Common Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black..... | $ | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | | |
| Red..... | | | | | | | |
| Red and Black..... | | | | | | | |

## PRESSWORK OF FINE LABELS.

Fine Labels on Fine Paper.

**Sizes 6 × 9 inches, and smaller. Fine Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black at $ per lb... | $ | $ | $ | $ | $ | $ | $ |
| Blue at $ ..... | | | | | | | |
| Red at $ ..... | | | | | | | |
| Gold at $ ..... | | | | | | | |
| Two Colors ..... | | | | | | | |

**Sizes 7 × 10 to 11 × 17 inches. Fine Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black ..... | $ | $ | $ | $ | $ | $ | $ |
| Blue ..... | | | | | | | |
| Red..... | | | | | | | |
| Gold ..... | | | | | | | |
| Two Colors..... | | | | | | | |

**Sizes 12 × 19 to 17 × 22 inches. Fine Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black ..... | $ | $ | $ | $ | $ | $ | $ |
| Blue ..... | | | | | | | |
| Red..... | | | | | | | |
| Gold ..... | | | | | | | |
| Two Colors..... | | | | | | | |

### Size 22 × 28 inches. Common Presswork.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.50 | $1.75 | $2.50 | $3.25 | $4.00 | $3.00 | $2.00 |
| Blue | 2.00 | 2.75 | 4.00 | 5.00 | 6.00 | 5.00 | 4.50 |
| Red | 2.50 | 4.00 | 6.00 | 8.00 | 10.00 | 9.00 | 9.00 |
| Red and Black | 5.00 | 6.00 | 7.50 | 10.00 | 12.00 | 11.00 | 10.00 |

Sheets larger than 22 × 28 are uncommon. For any such larger size, use the prices for Handbills, as given on page 217, with some discrimination as to colored inks. If the form is very solid, the prices should be higher; if very light, and open, they may be lower.

## PRESSWORK OF FINE LABELS.

Fine Labels on Fine Paper.

### Sizes 6 × 9 inches, and smaller. Fine Presswork.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black at $1.00 per 1000 | $ .75 | $1.00 | $1.25 | $1.75 | $2.00 | $1.75 | $1.50 |
| Blue at $2.00 | 1.00 | 1.25 | 1.75 | 2.50 | 3.00 | 2.50 | 2.00 |
| Red at $2.00 | 1.00 | 1.50 | 2.50 | 3.25 | 4.00 | 3.50 | 3.00 |
| Gold at $6.00 | 1.25 | 2.00 | 3.00 | 4.00 | 5.00 | 4.50 | 4.00 |
| Two Colors | 1.75 | 3.00 | 4.00 | 5.00 | 6.00 | 5.50 | 5.00 |

### Sizes 7 × 10 to 11 × 17 inches. Fine Presswork.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ .75 | $1.25 | $1.75 | $2.50 | $3.00 | $2.50 | $2.00 |
| Blue | 1.00 | 1.50 | 2.50 | 3.25 | 4.50 | 4.00 | 3.50 |
| Red | 1.25 | 2.00 | 3.50 | 4.75 | 6.00 | 5.00 | 4.50 |
| Gold | 1.50 | 3.75 | 5.50 | 7.50 | 10.00 | 9.00 | 8.00 |
| Two Colors | 3.00 | 4.00 | 6.00 | 8.00 | 10.00 | 9.00 | 8.00 |

### Sizes 12 × 19 to 17 × 22 inches. Fine Presswork.

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.00 | $1.75 | $2.50 | $3.25 | $4.00 | $3.00 | $2.50 |
| Blue | 1.25 | 2.50 | 3.75 | 5.25 | 6.00 | 5.00 | 4.50 |
| Red | 1.50 | 3.00 | 4.75 | 5.25 | 9.00 | 8.00 | 7.50 |
| Gold | 2.50 | 4.00 | 6.75 | 9.75 | 12.50 | 12.00 | 12.00 |
| Two Colors | 4.00 | 5.00 | 6.75 | 8.00 | 10.00 | 9.00 | 8.00 |

**Size 19 × 24 inches. Fine Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | |
| Red | | | | | | | |
| Gold | | | | | | | |
| Two Colors | | | | | | | |

**Size 22 × 28 inches. Fine Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $ | $ | $ | $ | $ | $ | $ |
| Blue | | | | | | | |
| Red | | | | | | | |
| Gold | | | | | | | |
| Two Colors | | | | | | | |

**Size 19 × 24 inches. Fine Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.50 | $2.00 | $3.00 | $4.00 | $5.00 | $4.50 | $4.00 |
| Blue | 2.00 | 3.00 | 4.50 | 6.50 | 8.00 | 7.00 | 6.00 |
| Red | 2.50 | 4.00 | 7.00 | 10.00 | 13.00 | 12.00 | 11.00 |
| Gold | 3.00 | 5.00 | 9.00 | 12.50 | 16.00 | 14.00 | 14.00 |
| Two Colors | 5.00 | 6.50 | 9.00 | 13.00 | 17.00 | 16.00 | 15.00 |

**Size 22 × 28 inches. Fine Presswork.**

| Color of Ink. | 100 Impress. | 250 Impress. | 500 Impress. | 750 Impress. | 1000 Impress. | 5000 Impress. per 1000. | 10,000 Impress. per 1000. |
|---|---|---|---|---|---|---|---|
| Black | $1.50 | $2.50 | $3.75 | $5.00 | $6.00 | $5.50 | $5.00 |
| Blue | 2.50 | 4.00 | 6.00 | 8.00 | 10.00 | 9.50 | 9.00 |
| Red | 2.75 | 5.00 | 9.00 | 12.50 | 16.00 | 15.00 | 15.00 |
| Gold | 4.00 | 7.00 | 12.00 | 16.00 | 20.00 | 18.00 | 18.00 |
| Two Colors | 6.00 | 7.00 | 12.00 | 16.00 | 22.00 | 20.00 | 20.00 |

**Labels in Gold Leaf and Embossed Labels** can be done to profit only by those who make such work a specialty. The prices are too irregular to be quoted.

**Labels in Many Colors.** See remarks on page 241, concerning Show Cards in Many Colors, and Value of Ink Consumed, which are equally applicable to Labels.

Prices for Red, Blue, and Gold are for work exclusively in these respective colors. If the form is very light, and but little color is used, the price may be reduced. If the form contains much bold type, increase the price. For forms in three or four colors, vary the prices to suit the diminished consumption of ink, or the increased expense of getting register.

## LABELS ENGRAVED ON WOOD.

The prices of the following table are for the KEY BLOCK, or the block that contains the most engraving, which is usually printed in Black ink. No allowance is made for any alteration from original design, nor for any excess of or great care in the drawing of the letters, nor for any pictorial embellishments, which are too variable in cost to be priced. The prices are for such ordinary work as is customary on soap and spice boxes. It should be distinctly understood that these are but approximative prices. The price of the work often depends quite as much upon the reputation of the engraver as upon the quality of the work.

When two or more color plates are made, type-metal should be preferred to wood.

| Quality of Work. | 5×5 inches. | 5×8 inches. | 7×9 inches. | 8×11 inches. | 9×14 inches. | 11×18 inches. |
|---|---|---|---|---|---|---|
| Rough style | $5.00 | $6.00 | $8.00 | $10.00 | $12.00 | $15.00 |
| Fair style | 9.00 | 10.00 | 14.00 | 18.00 | 22.00 | 27.00 |
| Fine style | 12.00 | 15.00 | 20.00 | 25.00 | 33.00 | 40.00 |
| One Electrotype | $1.80 | $2.50 | $4.50 | $5.75 | $7.60 | $12.00 |
| Eng. COLOR PLATE | 4.00 | 5.00 | 6.00 | 7.50 | 10.00 | 12.00 |

## VALUE OF PAPER FOR ENGRAVED LABELS.

| Sizes. | Ordinary Sized Paper. | Fine Calendered Paper. | Sizes. | Ordinary Sized Paper. | Fine Calendered Paper. |
|---|---|---|---|---|---|
| 5 × 5 inches..... | $ | $ | 8 × 11 inches... | $ | $ |
| 5 × 8 " ... . | | | 9 × 14 " ... | | |
| 7 × 9 " ..... | | | 11 × 18 " ... | | |

## PRESSWORK OF ENGRAVED LABELS PER 1000.

| Color of Ink. | 5×5 inches. | 5×8 inches. | 7×9 inches. | 8×11 inches. | 9×14 inches. | 11×18 inches. |
|---|---|---|---|---|---|---|
| Black.....at $ | $ | $ | $ | $ | $ | $ |
| Blue or Green, | | | | | | |
| Red..... | | | | | | |
| Red and Black..... | | | | | | |
| Red, Gold, Black.. | | | | | | |

## VALUE OF PAPER FOR ENGRAVED LABELS.

| Sizes. | Ordinary Sized Paper | Fine Calendered Paper. | Sizes. | Ordinary Sized Paper. | Fine Calendered Paper. |
|---|---|---|---|---|---|
| 5 × 5 inches..... | $ .64 | $ .90 | 8 × 11 inches... | $1.92 | $2.75 |
| 5 × 8 " ..... | .96 | 1.37 | 9 × 14 " ... | 3.25 | 4.00 |
| 7 × 9 " ..... | 1.28 | 1.83 | 11 × 18 " ... | 3.85 | 5.50 |

These are the sizes of the engraved plates. They will require paper about one inch longer on each measurement. Prices are based upon a thickness of paper equivalent to 40 and 50 pounds of the size Double Medium, which may be used to advantage for most of these Labels.

Fine calendered paper, slightly dampened, will consume less color than ordinary news or book paper printed dry. The extra cost of the finer paper is more than repaid in the saving of ink.

## PRESSWORK OF ENGRAVED LABELS PER 1000.

| Color of Ink. | 5×5 inches. | 5×8 inches. | 7×9 inches. | 8×11 Inches. | 9×14 inches. | 11×18 inches. |
|---|---|---|---|---|---|---|
| Black.....at $ .50 | $3.00 | $3.00 | $3.00 | $3.50 | $3.50 | $4.00 |
| Blue or Green, 1.00 | 4.00 | 4.50 | 5.00 | 6.00 | 7.00 | 8.00 |
| Red..... 1.50 | 5.00 | 6.00 | 7.50 | 9.00 | 10.00 | 12.00 |
| Red and Black..... | 8.00 | 9.00 | 10.00 | 11.00 | 12.00 | 14.00 |
| Red, Gold,* Black.. | 13.00 | 14.00 | 16.00 | 18.00 | 20.00 | 22.00 |

* The allowance for Gold Bronze is for but a trifling quantity of the powder.

These are prices for good ordinary colors of full strength. The difference in price between Black and Colored Inks shows the value of the color and the extra labor required. If the cheapest Poster Reds and Blues at 50 or 75 cents are used, or if an ordinary good color is diluted with varnish, and the body is recovered with magnesia, the prices could be materially reduced. The color and the workmanmanship would be inferior, but they are often acceptable to those who are satisfied with a lower grade of work.

When the color blocks are ruled, or when the white lettering and ornaments are very large, this allowance for color may prove too large.

For an order of 5000 or 10,000 of the smaller sizes, it will be found economical to double the plates by electrotyping. In such case, the price of presswork should be based on the double size of the form.

**Fine Picture Labels** in many colors are too variable in amount of labor, and value of ink consumed, to be priced by any general rule. Many of the color blocks require the careful making-ready of wood cuts. Prices have to be made to meet the competition of the steam lithographic press.

## CUTTING OF LABELS.

This should always be a specific charge. Price should be governed by the width of the margin and the quality of paper and work. When dry calendered paper, with squared edges, has been carefully fed to guides, so as not to require subsequent needling, the cutting of ordinary labels may be rated at 10 cents per 1000. Orders of over 100,000 may be done at lower rates. If the sheets have not been squared before printing, and if they have been so badly fed as to require needling, the cost of cutting in most offices will exceed 25 cents per 1000.

When margins are very narrow, or when border lines are curved or irregular, the ordinary cutting machinery of a press room will not do the work properly. The work of professional Label Trimmers should be charged at the following rates:

Ordinary square or right-angled labels, in lots of 10,000 or less from 15 to 25 cents per 1000; lots of 20,000 at 12 to 15 cents; over 50,000 at 10 cents.

**Circular, Oval, and Irregular Shapes** of all kinds need special prices. Regular Circulars, Ovals and Octagons of small size should be charged at 25 to 30 cents; large sizes and irregular shapes cannot be classified. Price will vary from 50 cents to $1.00 per 1000.

**Time Work.** The services of a cutter and the use of a hand-cutting machine should be rated at 60 cents per hour; of a steam-cutting machine at 75 cents per hour.

## LITHOGRAPHED LABELS.

For light and open work, profusely ornamented, with pictures or shaded letters, Lithography has many advantages over Engraving on wood and Relief Printing. The engraving of such work on Stone is often cheaper than on Wood; the duplicating of the engraving by Transfer, for economy in Presswork, is cheaper than by Electrotype; the quality of the engraving and presswork is usually better. The following analysis of the value of similar Labels by the two methods will show to some extent the comparative advantages of each process.

**10,000 Labels by Letter Press.**

| | | |
|---|---|---|
| Engraving Label 2½ × 4 inches | | $15.00 |
| Paper for 10,000 copies at | .35 | 3.50 |
| Electrotyping of 8 plates | .85 | 6.80 |
| Presswork of 1250 impres. | $2.50 | 3.13 |
| Cutting up 10,000 at | .10 | 1.00 |
| Total, $2.95 per 1000 | | $29.52 |

A second order of 10,000 would be (deducting engraving and electrotyping) $7.62, or 76 cents per 1000.

**10,000 Labels by Lithography.**

| | | |
|---|---|---|
| Engraving Label 2½ × 4 inches | | $10.00 |
| Paper for 10,000 copies at | .35 | 3.50 |
| Transfer of 20 Labels on 14 × 17 | | 3.00 |
| Printing 500 impressions at | $2.75 | 13.75 |
| Cutting up 10,000 at | .10 | 1.00 |
| Total, $3.00 per 1000 | | $31.25 |

A second order of 10,000, deducting engraving only, would be $21.25, or $2.12 per 1000.

If the lithographed presswork were done on a steam machine, from a transfer of 32 labels, the price might be less. The economical advantages of duplicating by transfer are nullified on a long order by the increased expense of the presswork, which on a machine press is about four times, and on a hand-press about nine times, that of ordinary typographic presswork. For a large order, type work would be cheaper.

## EXAMPLE OF ESTIMATE.

**Value of 20,000 Labels.** Black Ink, 72 to Sheet, Colored 20 × 24, at $10 per ream.

**Paper.** To find the value and quantity of Paper, see Fractional Sizes of Paper, page 43. The price per 1000 of 24 to sheet, at $10.00 per ream, is 91 cents: 24 is one-third of 72, and the price is consequently one-third, or 31 cents per 1000, which, multiplied by the 20,000, shows the value of the paper for the full number to be $6.20.

**Composition.** The Composition of 1 Label of this size, in the ordinary style, should be rated at $1.00. To do the presswork economically, duplicates are to be made by electrotyping sufficient to fill an even portion of the sheet. Nine electrotypes would fill one-eighth of a sheet, 6 × 10 inches, the value of which should be rated at 65 cents each, or $5.85. (See page 249.)

**Presswork.** The number of impressions required will be one-ninth of 20,000, or 2222 impressions, which, at the rate of $3.00 per 1000, as called for on page 253, would be $6.66. Five per cent. to be added for waste.

SUMMARY.

| | |
|---|---|
| Paper for 20,000, at 31 cents | $6.20 |
| Composition of One Label | 1.00 |
| Electrotypes for Nine, at 65 cents | 5.85 |
| Presswork of 2222, at $3.00 | 6.66 |
| Cutting-up of 20,000, at 15 cents | 3.00 |
| Total (about $1.13 per 100) | $22.71 |

A second order of 20,000 Labels would not require re-composition and electrotyping, and the Labels could be furnished for 80 cents per 1000.

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The prices of Presswork are for Sheets of the dimensions specified in the headings. The sheet may contain but one label, or it may contain as many as can be crowded together. The value of the Presswork is the same in either case.

Prices may be made by the Sheet or by the thousand Labels. When it is practicable to deliver them cut up singly, the latter method is preferable.

## PRESSWORK OF WRAPPERS BY THE REAM.

| Color of Ink, etc. | One Ream. Half Sheet. | Two Reams. Half Sheet. | One Ream. Full Sheet. | Two Reams. Full Sheet. | Ten Reams. Full Sheet. | Twenty Reams. Full Sheet. |
|---|---|---|---|---|---|---|
| COMMON PRESSWORK. | | | | | | |
| Black.....per ream | $ | $ | $ | $ | $ | $ |
| Blue..... " | | | | | | |
| Red..... " | | | | | | |
| Black and Red..... " | | | | | | |
| FINE PRESSWORK. | | | | | | |
| Black.....per ream | | | | | | |
| Blue..... " | | | | | | |
| Red..... " | | | | | | |
| Gold..... " | | | | | | |
| Two Colors..... " | | | | | | |

# WRAPPERS.

This class of work differs from Labels chiefly in being printed with larger margins. The prices of composition given for Labels may be used for Wrappers. When the Wrapper contains two or more panels or distinct borders, each panel should be priced separately. For Composition, Value of Paper and Electrotyping, see pages 247 and 249.

The usual method of printing Wrappers in large quantities is from two or more electrotype plates. When the sheet is made up of plates of uniform size, there is little difficulty in making-up the form, for which there need be but a nominal charge. For making-up a form of mixed sizes in irregular positions, the labor of adjusting margins is often serious, and should be added to the price of presswork.

The Presswork of Common Wrappers on common paper may be taken at the rates of Common Handbills, with a leaning to lower rates for Red ink, if, as is probable, the amount of color required is less. (See page 217.)

Fine Wrappers on Fine Paper, should be at the rates of Fine Labels for sheets of similar size, with the same tendency to lower rates in case of a possible diminution in consumption of color. (See page 253.)

When Wrappers are ordered by the 1000, the price may be made up through the tables of Presswork of Labels, using the figures for Fine or for Common Presswork as may be required. When they are ordered by the Ream, use the following tables:

## PRESSWORK OF WRAPPERS BY THE REAM.

| Color of Ink, etc. | One Ream. Half Sheet. | Two Reams. Half Sheet. | One Ream. Full Sheet. | Two Reams. Full Sheet. | Ten Reams. Full Sheet. | Twenty Reams. Full Sheet. |
|---|---|---|---|---|---|---|
| COMMON PRESSWORK. | | | | | | |
| Black.....per ream | $2.50 | $2.25 | $2.00 | $1.50 | $1.25 | $1.00 |
| Blue..... " | 4.00 | 3.50 | 3.00 | 2.50 | 2.25 | 2.00 |
| Red..... " | 5.00 | 4.50 | 5.00 | 4.00 | 3.50 | 3.50 |
| Black and Red..... " | 7.50 | 7.00 | 6.00 | 5.00 | 5.00 | 5.00 |
| FINE PRESSWORK. | | | | | | |
| Black.....per ream | 4.00 | 3.00 | 3.00 | 2.00 | 1.50 | 1.25 |
| Blue..... " | 6.00 | 5.00 | 4.50 | 4.00 | 3.50 | 3.00 |
| Red..... " | 9.00 | 8.00 | 7.00 | 6.50 | 6.00 | 6.00 |
| Gold..... " | 12.50 | 12.00 | 10.00 | 8.00 | 8.00 | 8.00 |
| Two Colors..... " | 10.00 | 9.00 | 10.00 | 8.00 | 8.00 | 8.00 |

The Ream of Half Sheets is 960 impressions. The Ream of Full Sheets is 480 impressions.

These are prices for work delivered in sheets. When they are cut up, counted and neatly packed this increased expense should be added. For very exact work, the price should be same as for Labels. For common work, with but few wrappers on the sheet, with broad margins, not requiring nicety, the charge for cutting-up should be nominal.

**Enamelled Papers.** The prices of Fine Presswork do not cover the extra labor of using a brittle or flaky white enamelled paper, which clogs on the form and on the rollers. An advance of 25 per cent. is but a trivial compensation for the delay.

**Rough Ultramarine Blue** will use or waste at least one-fourth, and sometimes one-half more Gold Bronze than plain paper.

Price for Two Colors, when printed from type, does not include the value of dividing the form, which is of such variable cost that it can be priced only by time, at 75 cents per hour.

## VALUE OF PAPER FOR BILLS OF FARE.

| Quality of Paper. | 2 to sheet. | 3 to sheet. | 4 to sheet. | 6 to sheet. | 8 to sheet. |
|---|---|---|---|---|---|
| Flat Cap, 14 lb to ream... | $ | $ | $ | $ | $ |
| " " 18 " " ... | | | | | |
| Folio Post, 20 lb ... | | | | | |
| " " 24 " " ... | | | | | |
| Medium, 30 lb ... | | | | | |
| " 40 " " ... | | | | | |

Very thick English and French paper, for Festivals, should be at special rates.

## COMPOSITION OF BILLS OF FARE.

| Sizes and Styles. | Plain. Little Matter. | Ordinary. Average Matter. | Fancy. Much Matter |
|---|---|---|---|
| Folded, 4¼ × 7....Eight to Cap....per page | $ | $ | $ |
| " 5½ × 8½.. " Folio... " | | | |
| " 6 × 9½.. " Medium " | | | |
| Square, 7 × 8½..Four to Cap..... | | | |
| " 8½ × 11... " Folio ..... | | | |
| " 9½ × 12... " Medium..... | | | |
| Narrow, 4⅔ × 8½..Six to Cap ..... | | | |
| " 5⅔ × 11... " Folio ..... | | | |
| " 6⅓ × 12... " Medium..... | | | |
| " 5⅔ × 14...Three to Cap..... | | | |

# BILLS OF FARE.

**Flat Cap,** 14 × 17 inches, **Folio Post,** 17 × 22 inches, and **Medium,** Plate, 19 × 24 inches, will be found sufficient for a great variety of sizes. FLAT LETTER, DEMY, and MEDIUM and ROYAL WRITING are often used.

## VALUE OF PAPER FOR BILLS OF FARE.

| Quality of Paper. | 2 to sheet. | 3 to sheet. | 4 to sheet. | 6 to sheet. | 8 to sheet. |
|---|---|---|---|---|---|
| Flat Cap, 14 lb to ream... | $5.50 | $3.66 | $2.76 | $1.83 | $1.38 |
| " " 18 " " ... | 6.87 | 4.58 | 3.44 | 2.30 | 1.72 |
| Folio Post, 20 lb " ... | 7.70 | 5.13 | 3.85 | 2.36 | 1.92 |
| " " 24 " " ... | 9.07 | 6.05 | 4.54 | 3.03 | 2.27 |
| Medium, 30 lb " ... | .. | .. | 4.95 | 3.30 | 2.47 |
| " 40 " " ... | .. | .. | 7.70 | 5.13 | 3.85 |

Very thick English and French paper, for Festivals, should be at special rates.

## COMPOSITION OF BILLS OF FARE.

| Sizes and Styles. | Plain. Little Matter. | Ordinary. Average Matter. | Fancy. Much Matter. |
|---|---|---|---|
| Folded, 4¼ × 7....Eight to Cap....per page | $1.25 | $1.75 | $3.00 |
| " 5½ × 8½.. " Folio... " | 2.00 | 2.50 | 4.00 |
| " 6 × 9½.. " Medium " | 2.50 | 3.50 | 5.00 |
| Square, 7 × 8½..Four to Cap..... | 2.50 | 3.50 | 5.00 |
| " 8½ × 11... " Folio ..... | 3.00 | 4.50 | 6.00 |
| " 9½ × 12... " Medium..... | 3.50 | 5.50 | 7.50 |
| Narrow, 4⅔ × 8½..Six to Cap ..... | 1.50 | 2.00 | 3.00 |
| " 5⅔ × 11... " Folio ..... | 2.50 | 3.75 | 5.00 |
| " 6⅓ × 12... " Medium..... | 3.00 | 4.50 | 6.00 |
| " 5⅔ × 14...Three to Cap..... | 4.00 | 6.00 | 7.50 |

The composition of a Wine List on back, or in columns of narrow measure on the side, of French with accents, of smaller type than Minion, or of any ornamented face as text type, should entitle Plain and Ordinary work to extra price.

**Standing Forms.** When forms are kept in type, by agreement, a fixed price, should be made for its care, and for withdrawal of material from use. (See page 67.) This price will depend upon the value of the type, and its probable frequency of use. It is not always judicious to make this price a specific charge in the bill. It may be incorporated with alterations on the next order.

**Alterations,** at 75 cents per hour.

**Bills of Fare for Festivals** should be at special rates.

**Pamphlet Bills of Fare.** When the Bill is extended over many pages, and the same border-rules are used for two or more forms, the price per page of composition may be abated about one-fourth. Advertisements in the fly-leaves could be rated at the prices of Note Circulars. (See page 123.) Charges for Folding and Binding should be about one-half more than the regular rates for Pamphlets.

## PRESSWORK OF BILLS OF FARE.

| Color of Ink. | 100. | 250. | 500. | 750. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|
| Small Form, Black Ink ..... | $ | $ | $ | $ | $ | $ |
| " " Red or Blue Ink... | | | | | | |
| " " Two Colors..... | | | | | | |
| Large Form, Black Ink ..... | | | | | | |
| " " Red or Blue Ink... | | | | | | |
| " " Two Colors..... | | | | | | |

## VALUE OF CARDS PER 1000.

| Quality of Card. | Half of No. 1. | Half of No. 2. | Quality of Card. | Half of No. 1. | Half of No. 2. |
|---|---|---|---|---|---|
| Check Railroad .... | $ | $ | Triple Thick R. R. | $ | $ |
| Thick Railroad..... | | | Extra Thick Satin. | | |
| Dbl. Thick Railroad | | | Colored Satin..... | | |

## PRESSWORK OF BILLS OF FARE.

| Color of Ink. | 100. | 250. | 500. | 750. | 1000. | Every added 1000. |
|---|---|---|---|---|---|---|
| Small Form, Black Ink ..... | $ .75 | $1.00 | $1.50 | $2.00 | $2.50 | $2.00 |
| " " Red or Blue Ink... | 1.00 | 1.60 | 2.50 | 3.25 | 4.00 | 3.50 |
| " " Two Colors..... | 2.00 | 3.00 | 4.00 | 5.50 | 7.00 | 6.00 |
| Large Form, Black Ink ..... | 1.00 | 1.25 | 2.00 | 2.75 | 3.50 | 3.00 |
| " " Red or Blue Ink... | 1.50 | 2.00 | 3.00 | 4.00 | 5.00 | 4.00 |
| " " Two Colors..... | 2.50 | 3.50 | 5.00 | 7.00 | 9.00 | 8.00 |

**A Small Form** may be understood as the ordinary form of Half Note, or Half Letter, or Third Cap, when printed on one side only.

**Prices for Large Forms** should be used for three or four pages of Folio Post or Medium Octavo, when printed, as is usual, in one form, and backed.

**Carmine or Purple Inks** should be at advance of not less than one-fourth over the price of ordinary colors. **Gold Bronze** at about three times the price of Black. **Fine Wood-Cut Work** should have the extra cost of making-ready added, and the presswork of the finest Black ink should be the same as for ordinary Blue or Red. **Enamelled Paper** of ordinary quality should raise the price of presswork at least one-fourth. On **Cards**, the presswork should be at the usual rates for Show Cards of similar size. On **Satin**, the prices should be doubled.

# RESTAURANT CHECKS.

The usual size is one-half of a No. 1 or No. 2 Card. Thick or tough Card Board is always required. When ordered in sufficient quantity, two should be printed together in one form.

## VALUE OF CARDS PER 1000.

| Quality of Card. | Half of No. 1. | Half of No. 2. | Quality of Card. | Half of No. 1. | Half of No. 2. |
|---|---|---|---|---|---|
| Check Railroad .... | $ .75 | $ .90 | Triple Thick R. R. | $1.75 | $2.00 |
| Thick Railroad..... | 1.00 | 1.20 | Extra Thick Satin. | .60 | .75 |
| Dbl. Thick Railroad | 1.40 | 1.60 | Colored Satin..... | .50 | .60 |

**Composition and Alterations** should be averaged. On the Plainest Form, 15 cents for each alteration; on the Ordinary Form, in enclosed rules, 20 cents each; in a Shield or Mortised Border, 25 cents each.

**Presswork** in any color, at 15 cents for each alteration, irrespective of number of copies, which rarely ever exceeds two hundred, and is often but twenty-five copies.

At these rates, the value of the work will range from 30 cents to 40 cents for each alteration. The prices are for common work. When great nicety is required, add one-half to these prices. When distinct colors of cards are required for every alteration, add one-half to the price of the cards.

# HOTEL REGISTERS.

**Demy,** 16 × 21 inches, and **Medium,** 18 × 23 inches, are the regular papers. Books of Six quires are most common. For Value of Paper, and Ruling and Binding in different styles, see Account Books.

**Composition** of an Ordinary Heading, for one page, should be $1.00. If Heading has more than three lines, or if head is bent in a curve, $1.50.

**Presswork** of the First Quire of 88 impressions should be $1.00. Every added quire, 30 cents. For a book of Ten quires, set two Headings ($2.00), and charge for presswork (440 impressions) $2.00.

# WASHING LISTS.

**Paper.** For this work, a low grade of paper will be found satisfactory.

| Usual Sizes. | Inches. | Price per 1000. | Usual Sizes. | Inches. | Price per 1000. |
|---|---|---|---|---|---|
| Twelve to Cap.. | 3½ × 5⅝.. | $ .70 @ $1.00 | Eight to Cap.... | 4¼ × 7 | ..$1.05 @ $1.50 |
| Nine to Cap..... | 4⅝ × 5⅝.. | .90 @ 1.33 | Four to Letter.. | 5 × 8 | .. 1.40 @ 2.25 |

**Composition.** Plainest Form, of small size, without border or leader-lines, 75 cents each. Ordinary Form, with leaders and price columns, $1.25. LARGE or very full Form, $1.50 @ $2.00 each. Border, extra, 25 cents.

**Presswork, in Black Ink.** First Hundred, 50 cents. Every added Hundred, 25 cents. One Thousand impressions or more, one or more set, at the rate of $2.00 per Thousand impressions.

# FESTIVAL TICKETS.

**Dinner Tickets at Hotels.** The usual size is about that of a No. 5 Envelope, but is sometimes more nearly square.

## VALUE OF CARDS PER 100.

| | No. 5 Envelope. | No. 6 Envelope. | | No. 5 Envelope. | No. 6 Envelope. |
|---|---|---|---|---|---|
| Extra Post Board..... | $ .60..... | $ .75 | Bristol Board, thick..... | $ .80..... | $1.00 |
| Bristol Board, thin..... | .70..... | .90 | Tinted Enamelled, super | 1.00..... | 1.25 |

**Composition.** The plainest Card, without border or ornament, in one style of type only, should be rated at $1.50. An Ornamental Card should be not less than $2.00. Elaborate Ornament, with Curved Lines, etc., $5.00.

**Presswork.** For the first Hundred copies, in any color, $1.00; every added Hundred, 50 cents. Gold, one-half extra. Two Colors, double price.

Orders rarely exceed five hundred copies. If ordered by the thousand, the presswork may be at the rate of $4.00 per thousand.

**Copper-plate Cards.** The value of Engraving an ordinary Festival Card will range from $10 to $25. Printing should be at $1.50 per Hundred.

## COMPOSITION OF ORDERS OF DANCING.

| Style of Work. | One page. | Two pages. | Three pages. | Four pages. |
|---|---|---|---|---|
| Plain, no Border, little composition..... | $ | $ | $ | $ |
| Neat, with Rule Border, Curved Heads, etc.. | | | | |
| Fancy, Combination Border, and extra work. | | | | |

## PRESSWORK OF ORDERS OF DANCING.

| Color of Ink. | 100 Impress. | 200 Impress. | 300 Impress. | 400 Impress. | 500 Impress. | Every added 100. |
|---|---|---|---|---|---|---|
| SINGLE CARD. | | | | | | |
| Black Ink..... | $ | $ | $ | $ | $ | $ |
| Blue or Red..... | | | | | | |
| Gold or Silver..... | | | | | | |
| Two Colors..... | | | | | | |
| DOUBLE CARD. | | | | | | |
| Black Ink..... | | | | | | |
| Blue or Red..... | | | | | | |
| Gold or Silver..... | | | | | | |
| Two Colors..... | | | | | | |

# ORDERS OF DANCING.

The approved size is about that of a double No. 5 Card. The Single Leaf varies in size from $2\frac{5}{8} \times 3\frac{7}{8}$ inches to $3 \times 4\frac{1}{8}$ inches. Single-leaf Cards are common.

## VALUE OF ORDERS PER 100.

| Qualities. | Double Card. | Single Card. | Qualities. | Double Card. | Single Card. |
|---|---|---|---|---|---|
| Post Board, ordinary | $ .65 | $ .30 | Dbl. Enamelled, embossed | $3.75 | $2.00 |
| Extra Post Board | .80 | .35 | Dbl. Enamelled, embos'd, gilt | 5.00 | 2.50 |
| Superior Bristol | 1.10 | .50 | Highly Ornamented | 6.00 | 3.00 |
| Thin Double Enamelled | 1.50 | .70 | Oval Shapes, lace edge | .. | 1.50 |
| Bristol Board, embos'd edge | 2.50 | 1.25 | Square " " | .. | .90 |

## COMPOSITION OF ORDERS OF DANCING.

| Style of Work. | One page. | Two pages. | Three pages. | Four pages. |
|---|---|---|---|---|
| Plain, no Border, little composition. | $1.00 | $1.75 | $2.50 | $3.00 |
| Neat, with Rule Border, Curved Heads, etc. | 1.50 | 3.00 | 4.50 | 6.00 |
| Fancy, Combination Border, and extra work. | 3.00 | 5.00 | 7.00 | 9.00 |

Prices for last style are nominal. Some kinds are worth $3.00 and $4.00 per page.

These are prices for usual amount of work. When a page consists of but a few plain lines, set in cheap style, such a page may be rated at about half price.

Circular, Oval, Fan-like, and other eccentric shapes, can be rated only by time, which in most cases should be charged at $1.00 per hour.

Engraving of an Ordinary Monogram on Wood, in plain style, one color, $4.00.

## PRESSWORK OF ORDERS OF DANCING.

| Color of Ink. | 100 Impress. | 200 Impress. | 300 Impress. | 400 Impress. | 500 Impress. | Every added 100. |
|---|---|---|---|---|---|---|
| SINGLE CARD. | | | | | | |
| Black Ink | $ .50 | $ .75 | $1.00 | $1.25 | $1.50 | $ .25 |
| Blue or Red | .75 | 1.10 | 1.50 | 1.90 | 2.25 | .40 |
| Gold or Silver | 1.25 | 1.75 | 2.25 | 2.75 | 3.25 | .50 |
| Two Colors | 2.00 | 2.75 | 3.50 | 4.25 | 5.00 | .75 |
| DOUBLE CARD. | | | | | | |
| Black Ink | 1.00 | 1.25 | 1.50 | 1.75 | 2.00 | .30 |
| Blue or Red | 1.25 | 1.75 | 2.25 | 2.75 | 3.25 | .50 |
| Gold or Silver | 1.50 | 2.15 | 2.75 | 3.35 | 4.00 | .60 |
| Two Colors | 2.50 | 3.40 | 4.30 | 5.20 | 6.00 | .90 |

The prices are for Impressions, or for printing on ONE SIDE only. As it is common to use a different color for each side, it is not practicable to make a price for the perfect work. When same color is used on both sides, the price should be doubled. If different colors are used, add together the special prices for the different colors.

Inserting Ribbons, per 100, $2.00 to $3.00. Inserting Gold or Silver Cord, per 100, $3.00 to $4.00. Stamping Monogram, per 100, 50 cents.

When an Order is set up as a Show Card, the price should be rather higher than for ordinary Show Cards. For the size 14 × 21, price of first card should be $4.00 @ $5.00, and 25 cents for every added card.

## VALUE OF PAPER PER 1000 COPIES.

| Size of Programme. | | | Thin Paper. Common. | Thick Paper. Good. | Extra Thick. Fine. |
|---|---|---|---|---|---|
| One Page, | 5 × 8 inches. | Half Note..... | $1 | $2 | $3 |
| " " | 6 × 9½ " | Eighth Medium... | | | |
| " " | 7 × 11 " | Eighth Sup. Royal | | | |
| Four Pages, | 5 × 8 inches. | Full Note..... | | | |
| " " | 6 × 9½ " | Quarter Medium.. | | | |
| " " | 7 × 11 " | Quar. Sup. Royal. | | | |
| Narrow, | 5⅔ × 11 inches. | Sixth Folio ..... | | | |
| " | 6 × 12⅔ " | Twelfth Dbl. Med. | | | |
| " | 7 × 14 " | " Dbl. Royal | | | |
| " | 7 × 16 " | " Dbl. Impe'l | | | |
| " | 7 × 21 " | Eighth Dbl. Royal | | | |

## COMPOSITION OF PROGRAMMES.

| Size of Paper. Inches. | Sizes and Styles. | Plain style No Border. Little Matter. | Ordinary Style. Rule Border. Common Matter. | Ornament. Style. Difficult Border. Much Matter |
|---|---|---|---|---|
| 5 × 8 | Half-sheet Note..... | $.75 | $.95 | $ |
| 6 × 9½ | Eighth-sheet Medium..... | | | |
| 7 × 11 | Eighth-sheet Super Royal..... | | | |
| 5⅔ × 11 | Sixth-sheet Folio..... | | | |
| 6 × 12⅔ | Twelfth-sheet Double Medium .. | | | |
| 7 × 14 | Twelfth-sheet Double Royal.... | | | |
| 7 × 16 | Sixth-sheet Imperial..... | | | |
| 7 × 21 | Eighth-sheet Double Royal ..... | | | |

# PROGRAMMES.

**Flat Letter,** 10 × 16 inches, will be found most serviceable for fine work.
**Double Medium,** 24 × 38 inches, is most used for common work.
FOLIO POST, SUPER ROYAL, and other shapes, can be used to advantage.

## VALUE OF PAPER PER 1000 COPIES.

| Size of Programme. | | | Thin Paper. Common. | Thick Paper. Good. | Extra Thick. Fine. |
|---|---|---|---|---|---|
| **One Page,** | 5 × 8 inches. | Half Note..... | $1.50 | $2.25 | $3.00 |
| " " | 6 × 9½ " | Eighth Medium... | .75 | 1.25 | 2.50 |
| " " | 7 × 11 " | Eighth Sup. Royal | 1.00 | 2.00 | 3.00 |
| **Four Pages,** | 5 × 8 inches. | Full Note..... | 3.00 | 4.50 | 6.00 |
| " " | 6 × 9½ " | Quarter Medium.. | 1.50 | 2.50 | 5.00 |
| " " | 7 × 11 " | Quar. Sup. Royal. | 2.00 | 4.00 | 6.00 |
| **Narrow,** | 5⅔ × 11 inches. | Sixth Folio ..... | 2.00 | 2.50 | 3.00 |
| " | 6 × 12⅔ " | Twelfth Dbl. Med. | 1.00 | 1.75 | 3.25 |
| " | 7 × 14 " | " Dbl. Royal | 1.50 | 2.25 | .... |
| " | 7 × 16 " | " Dbl. Impe'l | 2.00 | .... | .... |
| " | 7 × 21 " | Eighth Dbl. Royal | 2.25 | 3.00 | .... |

The prices of the table are for ordinary papers only. For the finest work, English Plated and French Tinted are used. For Cost of these papers see pages 23 and 31.

## COMPOSITION OF PROGRAMMES.

| Size of Paper. Inches. | Sizes and Styles. | Plain style. No Border. Little Matter. | Ordinary Style. Rule Border. Common Matter. | Ornament. Style. Difficult Border. Much Matter. |
|---|---|---|---|---|
| 5 × 8 | Half-sheet Note.....per page. | $1.50 | $2.25 | $4.00 |
| 6 × 9½ | Eighth-sheet Medium..... " | 1.75 | 2.50 | 5.00 |
| 7 × 11 | Eighth-sheet Super Royal. " | 2.00 | 3.25 | 6.00 |
| 5⅔ × 11 | Sixth-sheet Folio..... | 1.50 | 3.00 | .... |
| 6 × 12⅔ | Twelfth-sheet Double Medium .. | 1.75 | 3.00 | .... |
| 7 × 14 | Twelfth-sheet Double Royal.... | 2.00 | 3.25 | .... |
| 7 × 16 | Sixth-sheet Imperial..... | 2.25 | 3.75 | .... |
| 7 × 21 | Eighth-sheet Double Royal ..... | 2.50 | 4.00 | .... |

Prices of last column are not outside prices. They allow for but little more labor than the composition of solid Nonpareil within the same area. If labor is greater than that of solid Nonpareil, prices should be advanced in proportion.

**Large Wood Cuts** or **Electrotypes** will not diminish, but will usually increase the time of composition.

## PRESSWORK OF PROGRAMMES.

### Half-sheet Note, Eighth-Medium, Eighth-Royal, Sixth-Folio.

One Leaf, printed on one side, or both sides, by one impression.

| Color of Ink. | 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink..... | $.50 | $.65 | $ 1.00 | $ | $ | $ |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Black and Red..... | | | | | | |

### Full Sheet Note, Quarter Medium or Quarter Royal.

Two Leaves, printed on both sides. If printed from two forms, double these prices.

| Color of Ink. | 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink..... | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Black and Red..... | | | | | | |

### Long Programmes on Common Paper.

These prices will serve for Twelfth Double Medium and Eighth Double Royal.

| Color of Ink. | 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink..... | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Black and Red..... | | | | | | |

**Two or More Columns**, or composition in Broken Measures, or with Special Justification on each line, should be at extra price. See pages 53 and 54.

**Programmes in Two Colors.** The division of form and adjustment and making up of color form, can be priced only by the time of the workman, at 75 cents per hour. It will vary from one-fourth to full price of the Black form, according to number of lines picked out for color, and exactness required in register.

## PRESSWORK OF PROGRAMMES.

### Half-sheet Note, Eighth-Medium, Eighth-Royal, Sixth-Folio.

One Leaf, printed on one side, or both sides, by one impression.

| Color of Ink. | 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink..... | $ .75 | $1.00 | $1.50 | $2.50 | $2.00 | $1.75 |
| Blue..... | 1.00 | 1.25 | 2.00 | 3.25 | 2.75 | 2.50 |
| Red..... | 1.25 | 1.50 | 2.50 | 4.00 | 3.00 | 2.75 |
| Black and Red..... | 2.50 | 3.00 | 4.00 | 6.00 | 5.00 | 5.00 |

### Full Sheet Note, Quarter Medium or Quarter Royal.

Two Leaves, printed on both sides. If printed from two forms, double these prices.

| Color of Ink. | 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink..... | $1.00 | $1.25 | $2.00 | $3.00 | $2.50 | $2.00 |
| Blue..... | 1.25 | 1.75 | 2.75 | 4.00 | 3.25 | 2.75 |
| Red..... | 1.50 | 2.00 | 3.00 | 5.00 | 4.00 | 3.50 |
| Black and Red..... | 3.00 | 4.00 | 5.00 | 8.00 | 7.00 | 7.00 |

These prices are for ordinary colors. Any color worth more than $3.00 per pound, at extra price, if used in any quantity.

**Fine Wood Cuts**, carefully made-ready, and printed with strong Black ink, cannot be rated at less than the price laid down for Red ink, to which add the additional cost of cutting overlays and making-ready.

**Programmes for Banquets and Festivals**, when printed in the finest style, are not covered by the prices of the preceding tables.

### Long Programmes on Common Paper.

These prices will serve for Twelfth Double Medium and Eighth Double Royal.

| Color of Ink. | 100. | 250. | 500. | 1000. | Every added 1000. | 5000. per 1000. |
|---|---|---|---|---|---|---|
| Black Ink..... | $ .75 | $1.00 | $1.25 | $2.00 | $2.00 | $1.50 |
| Blue..... | 1.00 | 1.25 | 2.00 | 3.50 | 3.00 | 3.00 |
| Red..... | 1.25 | 1.50 | 2.50 | 4.50 | 4.00 | 4.00 |
| Black and Red..... | 2.50 | 3.25 | 4.25 | 7.00 | 6.00 | 6.00 |

**Theatre Programmes**, with but little change, should be at special lower rates. When ordered in large quantities, on common paper, and in common style, the forms should be doubled by re-composition or stereotyping, and the presswork charged at the rates laid down for Handbills, on page 241.

## VALUE OF CARDS PER 100.

| Qualities. | No. 3. | No. 4. | No. 5. | No. 6. |
|---|---|---|---|---|
| Embossed, Plain Border..... | $ | $ | $ | $ |
| Embossed, Colored Border..... | | | | |
| Embossed and Gilt Borders..... | | | | |
| Embossed, Gilt and Colored Borders. | | | | |
| Lace Border, Plain, fine pattern..... | | | | |
| Lace Border, Colored..... | | | | |
| Lace Border, Gilt..... | | | | |
| Lace Border, Gilt and Colored..... | | | | |

ENGRAVING Large Monogram on brass, according to intricacy, $ @
" " " on steel..... @
" " " on copper, for printing with ink, @
STAMPING Large Monogram in relief, per 100..... @
" Color Monogram, 2 letters, 2 colors, per 100..... @
" " " 3 " 3 " " ..... @
" Ordinary Stock Initials in relief, per quire.....
" " " in color, " .....
PRINTING Monogram on Initial in one color, per 100..... @

# BALL TICKETS.

Embossed, Gold, Silver and Colored Bordered, Illuminated and Arabesque Tinted and Gilt Cards are used almost exclusively for this work. The sizes and styles are too varied and irregular to be classified with precision. Prices of the following table are approximations only. Many of the qualities are domestic: some are imported; but all are of variable price and of uncertain supply. The descriptions and sizes are not those of any dealer. They are usually specified and sold by numbers, that do not give the novice any notion of size or quality, for these cards are of all sizes and shapes. The numbers used in the following table to define sizes are for the nearest approximations to the sizes defined on page 141.

## VALUE OF CARDS PER 100.

| Qualities. | No. 3. | No. 4. | No. 5. | No. 6. |
|---|---|---|---|---|
| Embossed, Plain Border | $1.75 | $2.00 | $2.25 | $2.50 |
| Embossed, Colored Border | 2.00 | 2.50 | 2.75 | 3.25 |
| Embossed and Gilt Borders | 3.00 | 3.50 | 3.75 | 4.00 |
| Embossed, Gilt and Colored Borders | 3.50 | 4.00 | 4.50 | 5.00 |
| Lace Border, Plain, fine pattern | .... | 5.00 | 5.50 | 6.00 |
| Lace Border, Colored | .... | 6.50 | 7.00 | 7.50 |
| Lace Border, Gilt | .... | 7.50 | 8.00 | 8.50 |
| Lace Border, Gilt and Colored | .... | 8.50 | 9.25 | 10.00 |

These cards are usually sold in boxes of 300.

**Composition.** Plainest style should be rated at $1.00; Ordinary style at $1.50; Elaborately Ornamented from $2.00 upward.

**Presswork.** At the same rates as Single-leaf Orders of Dancing.

**Invitations to Balls** are sometimes printed on Embossed Note paper. Paper for this purpose can be sold from $1.00 to $2.50 per hundred sheets, according to quality. Composition should be same as for Ball Tickets. Presswork at same rates as for Double-leaf Orders of Dancing.

# STAMPING OR EMBOSSING

Of Initials and Monograms upon Envelopes or Note Paper, in Relief or in Colors.

It is not customary to make any charge for use of such Initial Letters as are kept in stock. Specially cut Initials and all Monograms should be specifically charged. The Designing of an Initial or Monogram, if not used, should be charged from 50 cents to $1.00; if accepted, no charge should be made.

ENGRAVING Large Monogram on brass, according to intricacy, $3.00 @ 5.00
" " " on steel ..... 4.00 @ 10.00
" " " on copper, for printing with ink, 2.00 @ 3.00
STAMPING Large Monogram in relief, per 100 ..... .50 @ .75
" Color Monogram, 2 letters, 2 colors, per 100 ..... 1.50 @ 2.00
" " " 3 " 3 " " ..... 2.00 @ 3.00
" Ordinary Stock Initials in relief, per quire ..... .10
" " " in color, " ..... .25
PRINTING Monogram or Initial in one color, per 100 ..... .60 @ .90

For cost of Fine Note Papers, see pages 27, 28, 29.

## VALUE OF CARDS PER 100.

| Medium Size. | Plain Bristol. | Antique Bristol. | Oblong Size. | Plain Bristol. | Antique Bristol. |
|---|---|---|---|---|---|
| 2 × 3⅝ inches. | $ | $ | 1½ × 3 inches... | $ | $ |
| 2¼ × 3⅞ " | | | 1¾ × 3⅜ " ... | | |
| 2½ × 4¼ " | | | 2 × 4 " ... | | |
| 2¾ × 4½ " | | | 2¼ × 4⅝ " ... | | |
| 3 × 4¾ " | | | 2⅝ × 5⅛ " ... | | |

ENGRAVING Church, At Home, or Ceremony Invitations, with ordinary amount of matter.....$ @

" Same card, with extra work or lettering ..... @

PRINTING Church or At Home Plate, per 100..... @

Ribbons, inserted and tied, per 100..... @

Silver Cord, " " " ..... @

Beaded Envelopes, according to pattern..... @

Plain Thick Envelopes, No. 6 size..... @

## VALUE OF CARDS PER HUNDRED.

| Qualities. | No. 1. | No. 2. | No. 3. | No. 4. | No. 5. |
|---|---|---|---|---|---|
| Super. Bristol Board, thin .. | $ | $ | $ | $ | $ |
| " " " thick .. | | | | | |
| Antique Post Board, " .. | | | | | |
| Antique Bristol Board..... | | | | | |
| Crystal, or Snow Flake..... | | | | | |

# WEDDING CARDS.

## VALUE OF CARDS PER 100.

| Medium Size. | Plain Bristol | Antique Bristol | Oblong Size. | Plain Bristol | Antique Bristol |
|---|---|---|---|---|---|
| 2 × 3⅝ inches. | $ .40 | $ .75 | 1½ × 3 inches... | $ .35 | $ .60 |
| 2¼ × 3⅞ " | .52 | .80 | 1¾ × 3⅜ " ... | .40 | .67 |
| 2½ × 4¼ " | .65 | .90 | 2 × 4 " ... | .50 | .75 |
| 2¾ × 4½ " | .75 | 1.00 | 2¼ × 4⅝ " ... | .60 | .90 |
| 3 × 4¾ " | .90 | 1.20 | 2⅝ × 5⅛ " ... | .85 | 1.00 |

ENGRAVING Church, At Home, or Ceremony Invitations, with ordinary amount of matter.....$4.50 @ 7.50
" Same card, with extra work or lettering ..... 7.00 @ 10.00
PRINTING Church or At Home Plate, per 100..... 1.00 @ 1.25
Ribbons, inserted and tied, per 100..... 2.00 @ 2.50
Silver Cord, " " " ..... 3.00 @ 3.50
Beaded Envelopes, according to pattern..... 2.00 @ 3.00
Plain Thick Envelopes, No. 6 size..... .70 @ .80

# COPPERPLATE VISITING CARDS.

Sizes and Shapes are subject to fancy and fashion, varying from No. 1 to No. 5 of Ordinary Card Scale, and from a form nearly square to an extreme oblong.

## VALUE OF CARDS PER HUNDRED.

| Qualities. | No. 1. | No. 2. | No. 3. | No. 4. | No. 5. |
|---|---|---|---|---|---|
| Super. Bristol Board, thin .. | $ .25 | $ .30 | $ .40 | $ .50 | $ .60 |
| " " " thick .. | .30 | .40 | .55 | .65 | .80 |
| Antique Post Board, " .. | .25 | .25 | .35 | .45 | .55 |
| Antique Bristol Board..... | .35 | .35 | .45 | .60 | .75 |
| Crystal, or Snow Flake..... | .75 | .75 | .90 | 1.20 | 1.50 |

Square and Oblong shapes at special rates.

Many Card-makers use for Visiting Cards a special scale of sizes and special numbers, entirely different from those used for ordinary Cards. The numbers of the table are for sizes defined on page 141.

ENGRAVING Visiting Card, in Script.....$1.25 @ $1.75
" " " in Old English..... 1.50 @ 2.00
PRINTING Visiting Cards, per 100 impressions..... .75 @ 1.00

The lower prices may be used for long orders or for common work. Price for Engraving includes ownership of the Plate.

**By Letter Press.** The Composition and Presswork of Visiting Cards, in new Script or Card Text, may be rated at $1.00 for the first Hundred, and 25 cents for every added Hundred.

## VALUE OF PAPER PER 1000 TICKETS.

| Tickets to Sheet. | 2⅜ inches wide. | 30 lb. News. | 40 lb. Book. | Tickets to Sheet. | 3 inches wide. | 30 lb. News. | 40 lb. Book. |
|---|---|---|---|---|---|---|---|
| 64 | 6 inches long. | $ | $ | 48 | 6⅓ inches long | $ | $ |
| 80 | 4¾ " " | | | 64 | 4¾ " " | | |
| 96 | 4 " " | | | 72 | 4 " " | | |
| 128 | 3 " " | | | 96 | 3⅛ " " | | |
| 160 | 2⅜ " " | | | 128 | 2⅜ " " | | |

## COMPOSITION OF ELECTION TICKETS

When Two or more are set up. Prices are for each Ticket.

| Sizes. | Little Matter. | Ordinary Matter. | Much Matter. |
|---|---|---|---|
| 3 inches long, with endorsement ..... | $ | $ | $ |
| 4¾ inches long, " " ..... | | | |
| 6 inches long " " ..... | | | |

# ELECTION TICKETS.

**Double Medium,** 24 × 38 inches, will be found the most useful shape, but Tickets can be cut out of almost any size of News with but little waste.

## VALUE OF PAPER PER 1000 TICKETS.

| Tickets to Sheet. | 2⅜ inches wide. | 30 lb. News. | 40 lb. Book. | Tickets to Sheet. | 3 inches wide. | 30 lb. News. | 40 lb. Book. |
|---|---|---|---|---|---|---|---|
| 64 | 6 inches long. | $ .21 | $ .35 | 48 | 6⅓ inches long | $ .28 | $ .46 |
| 80 | 4¾ " " | .17 | .25 | 64 | 4¾ " " | .21 | .35 |
| 96 | 4 " " | .14 | .23 | 72 | 4 " " | .19 | .31 |
| 128 | 3 " " | .11 | .18 | 96 | 3⅛ " " | .14 | .23 |
| 160 | 2⅜ " " | .09 | .13 | 128 | 2⅜ " " | .11 | .18 |

These are prices for orders of not less than 10,000 copies. Petty orders should be at least double these rates. For very large orders of 100,000 or more make special estimate. News paper is rated in the table at $6.00 and Book paper at $10.00 per ream.

## COMPOSITION OF ELECTION TICKETS

When Two or more are set up. Prices are for each Ticket.

| Sizes. | Little Matter. | Ordinary Matter. | Much Matter. |
|---|---|---|---|
| 3 inches long, with endorsement ..... | $ .50 | $ .75 | $1.00 |
| 4¾ inches long, " " ..... | .75 | 1.00 | 1.50 |
| 6 inches long " " ..... | 1.00 | 1.50 | 2.00 |

If no Endorsement is required, and if names are all set in lower case, prices may be one-fourth less. For a very large order, executed at convenience, special prices may be made. The composition of a single local ticket, should be at higher rates. If unusual dispatch is required, to the neglect of other work, the prices should be at least double.

When the tickets are set in any unusual face of type, add one-half to above rates.

**Electrotyping** of Engraved Heads of less size than 8 square inches should be at the rate of 15 cents per square inch.

## PRESSWORK.

**Petty Orders,** done at convenience, should be 50 cents for the first Hundred, 20 cents for every added Hundred. If required in haste, double price.

Alterations in form, and on press, should be charged at the rate of 75 cents per hour for the time of the composition, and at the regular rate per hour for all detention of the press. See Presswork.

Prices of Presswork include the cutting, but not the folding of the tickets.

All work done at night should be charged, if possible, on time. For a small order, the usual rate of double price will be found entirely insufficient.

**Orders of 10,000 or More,** are usually printed from a form of four tickets or more, and should be charged by the rates of the following table:

## Presswork of Election Tickets in Sheets.

| Size of Form. Color of Ink. | 100. | Every added 100. | 1000. | 3000 per 1000. | 5000 per 1000. | 20 M. per 1000. |
|---|---|---|---|---|---|---|
| QUARTER MEDIUM, or smaller form. | | | | | | |
| Black Ink | $ | $ | $ | $ | $ | $ |
| Blue or Red | | | | | | |
| HALF SHEET MEDIUM. | | | | | | |
| Black Ink | | | | | | |
| Blue or Red | | | | | | |
| FULL SHEET MEDIUM. | | | | | | |
| Black Ink | | | | | | |
| Blue or Red | | | | | | |

### Presswork of Election Tickets in Sheets.

| Size of Form. Color of Ink. | 100. | Every added 100. | 1000. | 3000 per 1000. | 5000 per 1000. | 20 M. per 1000. |
|---|---|---|---|---|---|---|
| QUARTER MEDIUM, or smaller form. | | | | | | |
| Black Ink | $ .75 | $ .30 | $3.00 | $2.50 | $2.00 | $1.50 |
| Blue or Red | 1.50 | .40 | 4.00 | 3.50 | 3.00 | 2.50 |
| HALF SHEET MEDIUM. | | 500. | | | | |
| Black Ink | .. | 2.50 | 4.00 | 3.50 | 3.00 | 2.00 |
| Blue or Red | .. | 3.00 | 5.00 | 4.50 | 4.00 | 3.50 |
| FULL SHEET MEDIUM. | | | | | | |
| Black Ink | .. | .. | 5.00 | 4.00 | 3.00 | 2.50 |
| Blue or Red | .. | .. | 7.00 | 6.00 | 5.00 | 4.50 |

**Folding, Counting and Packing Tickets.** Quantities less than 10,000, two folds, 30 cents per 1000; over 25,000, two folds, 25 cents per 1000. When tickets are folded in the sheet, and cut through the fold, a lower price will serve.

### ESTIMATES IN DETAIL.

Ordinary matter, 3 × 4¾ inches, Common Paper, Black Ink.

| Items. | 1000. 1 set. | 3000. 2 set. | 6000. 3 set. | 10,000. 4 set. | 20,000. 8 set. | 50,000. 8 set. | 100 M. 16 set. |
|---|---|---|---|---|---|---|---|
| Paper | $ .21 | $ .63 | $1.26 | $2.00 | $4.00 | $10.00 | $18.00 |
| Composition | 1.50 | 2.00 | 3.00 | 4.00 | 8.00 | 8.00 | 16.00 |
| Presswork | 2.25 | 4.00 | 5.00 | 6.25 | 8.75 | 18.75 | 18.75 |
| Cutting | .... | .30 | .60 | 1.00 | 2.00 | 5.00 | 10.00 |
| Total | $3.95 | $7.43 | $9.86 | $13.35 | $22.75 | $41.75 | $62.75 |
| Price per 1000 | $3.95 | $2.48 | $1.65 | $1.33 | $1.19 | $ .83 | $ .62 |

## FREIGHT BILLHEADS.

For this work, use the prices given on pages 97 and 99 for Memorandum Billheads. If a Consignee's Notice or Cartman's Receipt is added and printed on the back, add the value of the extra composition. For small orders, for which less than four Bills are set, both face and back may be imposed together, and may be printed together with but trifling extra expense. For a large order, for which it is judicious to use six or eight plates, the addition of such notice on back will make extra chargeable work. It will be necessary not only to charge for extra composition, but to double the price of presswork.

## VALUE OF PAPER PER 1000 BILLS LADING.

| Size and Quality. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| Four Bills Lading to sheet..... | $ | $ | $ | $ | $ | $ |
| Six " " " ..... | | | | | | |
| Eight " " " ..... | | | | | | |
| Value per ream on M. paper..... | | | | | | |

## COMPOSITION OF INLAND BILLS LADING.

| Size of Form. Inches. | Electro-typing Each. | Sizes and Styles. | Plain. Little Comp. | Usual. Ordinary Comp. | Ornament. Much Comp. | Special Clause on Back. |
|---|---|---|---|---|---|---|
| 7½ × 10 | $ | Four to Folio.... | $ | $ | $ | At the rate of $ per 1000 ems. |
| 6 × 7½ | | Four to Cap..... | | | | |
| 6¼ × 7½ | | Six to Folio..... | | | | |
| 4½ × 7½ | | Eight to Folio.... | | | | |

## PRESSWORK BY COPIES PER 1000 BILLS.

| Color of Ink. | 1000. 1 set. | 5000. 2 set. | 5000. 3 set. | 5000. 4 set. | 10 M. 4 set. | 20 M. 6 set. | 50 M. 8 set. |
|---|---|---|---|---|---|---|---|
| Black Ink ..... | $ | $ | $ | $ | $ | $ | $ |
| Blue Ink ..... | | | | | | | |
| Red Ink..... | | | | | | | |
| Black and Red..... | | | | | | | |

These prices include cutting, counting, and packing.

## PRESSWORK BY SHEETS PER 1000 IMPRESSIONS.

| Color of Ink. | Half Sheet Folio. On 2, 3, or 4 Plates. | | | Full Sheet Folio. On 4, 6, or 8 Plates. | | |
|---|---|---|---|---|---|---|
| | 1000 impress. | 5000 impress. | 10,000 impress. | 1000 impress. | 5000 impress. | 10,000 impress. |
| Black Ink ..... | $ | $ | $ | $ | $ | $2.00 |
| Blue Ink ..... | | | | | | |
| Red Ink..... | | | | | | |
| Black and Red..... | | | | | | |

# INLAND BILLS OF LADING.

ORDINARY FORMS USED BY STEAMERS AND TRANSPORTATION COMPANIES.

**Folio Post,** 17 × 22 inches, is the shape that cuts to best advantage for most popular sizes. Usual sizes of Folio are Four, Six and Eight to sheet.

**Flat Cap,** 14 × 17 inches, is sometimes used in quarter sheets.

## VALUE OF PAPER PER 1000 BILLS LADING.

| Size and Quality. | 10 pounds. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. |
|---|---|---|---|---|---|---|
| Four Bills Lading to sheet..... | $1.65 | $1.95 | $2.30 | $2.60 | $3.00 | $3.30 |
| Six " " " ..... | 1.10 | 1.30 | 1.55 | 1.75 | 2.00 | 2.20 |
| Eight " " " ..... | .83 | .97 | 1.16 | 1.30 | 1.50 | 1.65 |
| Value per ream on M. paper..... | 3.00 | 3.60 | 4.20 | 4.80 | 5.40 | 6.00 |

## COMPOSITION OF INLAND BILLS LADING.

| Size of Form. Inches. | Electro-typing Each. | Sizes and Styles. | Plain. Little Comp. | Usual. Ordinary Comp. | Ornament. Much Comp. | Special Clause on Back. |
|---|---|---|---|---|---|---|
| 7½ × 10 | $4.50 | Four to Folio.... | $3.00 | $4.00 | $6.00 | At the rate of $1.00 per 1000 ems. |
| 6 × 7½ | 2.70 | Four to Cap..... | 2.25 | 3.00 | 4.50 | |
| 6¼ × 7½ | 2.70 | Six to Folio..... | 2.25 | 3.00 | 4.50 | |
| 4½ × 7½ | 2.00 | Eight to Folio.... | 1.50 | 2.00 | 3.00 | |

## PRESSWORK BY COPIES PER 1000 BILLS.

| Color of Ink. | 1000. 1 set. | 5000. 2 set. | 5000. 3 set. | 5000. 4 set. | 10 M. 4 set. | 20 M. 6 set. | 50 M. 8 set. |
|---|---|---|---|---|---|---|---|
| Black Ink ..... | $2.00 | $1.00 | $ .85 | $ .65 | $ .50 | $ .45 | $ .35 |
| Blue Iuk ..... | 3.00 | 1.50 | 1.20 | .90 | .75 | .65 | .50 |
| Red Ink..... | 3.50 | 1.75 | 1.40 | 1.10 | .85 | .75 | .60 |
| Black and Red..... | 5.00 | 2.50 | 2.00 | 1.60 | 1.30 | 1.10 | .90 |

These prices include cutting, counting, and packing.

## PRESSWORK BY SHEETS PER 1000 IMPRESSIONS.

| Color of Ink. | Half Sheet Folio. On 2, 3, or 4 Plates. | | | Full Sheet Folio. On 4, 6, or 8 Plates. | | |
|---|---|---|---|---|---|---|
| | 1000 impress. | 5000 impress. | 10,000 impress. | 1000 impress. | 5000 impress. | 10,000 impress. |
| Black Ink ..... | $2.50 | $2.00 | $2.00 | $3.50 | $2.50 | $2.00 |
| Blue Ink ..... | 3.75 | 3.25 | 3.00 | 4.25 | 3.75 | 3.00 |
| Red Ink..... | 4.50 | 4.00 | 3.50 | 5.00 | 4.50 | 4.00 |
| Black and Red..... | 6.00 | 5.00 | 5.00 | 8.00 | 7.00 | 7.00 |

## VALUE OF PAPER PER 1000 COPIES.

| Sizes. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. | 22 pounds. | 24 pounds. |
|---|---|---|---|---|---|---|---|
| Whole Sheet... | $ | $ | $ | $ | $ | $ | $ |
| Two to Sheet.. | | | | | | | |
| Three " .. | | | | | | | |
| Four " .. | | | | | | | |
| Five " .. | | | | | | | |
| Value per Ream | | | | | | | |

| Sizes and Styles. | Flat Cap. | | Folio Post. | |
|---|---|---|---|---|
| | One Ream. | Five Reams. per ream. | One Ream. | Five Reams. per ream. |
| Red and Feint, Four Heads to Sheet. | $ | $ | $ | $ |
| Three " " | | | | |
| Two " " | | | | |
| One " " | | | | |
| Assorted sizes..... | | | | |
| Feint Lining only, any size..... | | | | |

# MANIFESTS OR WAY BILLS.

**Flat Cap,** 14 × 17 inches, and **Folio Post,** 17 × 22 inches, are the most useful shapes. An intermediate size is sometimes used, but it is made only to order. Orders are given both by the Thousand and by the Ream.

## VALUE OF PAPER PER 1000 COPIES.

| Sizes. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. | 22 pounds. | 24 pounds. |
|---|---|---|---|---|---|---|---|
| Whole Sheet... | $7.92 | $9.24 | $10.56 | $11.88 | $13.20 | $14.52 | $15.84 |
| Two to Sheet.. | 3.96 | 4.62 | 5.28 | 5.94 | 6.60 | 7.26 | 7.92 |
| Three " .. | 2.64 | 3.08 | 3.52 | 3.96 | 4.40 | 4.84 | 5.28 |
| Four " .. | 1.98 | 2.31 | 2.64 | 2.97 | 3.30 | 3.63 | 3.96 |
| Five " .. | 1.59 | 1.85 | 2.12 | 2.38 | 2.64 | 2.91 | 3.17 |
| Value per Ream | 3.60 | 4.20 | 4.80 | 5.40 | 6.00 | 6.60 | 7.20 |

When ordered in large quantities, make special rates. See pages 33, 34, and 39. Double Cap and Double Folio Post (the latter to be had only to order) may be found economical in saving presswork on a large order.

## RULING OF MANIFESTS OR WAY BILLS.

For ordinary and small orders, it will be found cheaper and neater to have the paper specially ruled on ruling machine. Sizes of paper larger than Folio Post should be at the usual rates of Ruling.

| Sizes and Styles. | Flat Cap. | | Folio Post. | |
|---|---|---|---|---|
| | One Ream. | Five Reams. per ream. | One Ream. | Five Reams. per ream. |
| Red and Feint, Four Heads to Sheet. | $2.00 | $1.60 | $3.00 | $2.40 |
| Three " " | 1.80 | 1.40 | 2.75 | 2.20 |
| Two " " | 1.60 | 1.20 | 2.50 | 2.00 |
| One " " | 1.40 | 1.00 | 2.25 | 1.80 |
| Assorted sizes..... | 1.75 | 1.40 | 2.60 | 2.00 |
| Feint Lining only, any size..... | .65 | .50 | 1.10 | 1.00 |

These prices are for ordinary patterns only, that require but one strike for each heading. For heads that have to be struck twice or more, for intricate patterns, or for very large quantities, special rates should be made. A Half Ream or less should be two-thirds the price of the full ream.

## COMPOSITION.

**For Ruled Paper.** The work required is too unequal for exact price. A Single Heading for about eight ruled columns, with one plain head line, should be rated at $1.00. When two or more such column headings are set, the additional headings may be rated at 75 cents each. Plain Endorsements of three or four lines 50 cents each.

When there are two or more head lines over each column heading, when the column headings exceed ten, or consist of two or more lines, or are set crosswise, a higher price will be required. See Account Book Headings.

## PRESSWORK ON MANIFESTS OR WAY BILLS.

| Impressions in Black Ink. | Half Sheet Folio, or any smaller size. | | Full Sheet Folio, or Full Sheet Cap. | |
|---|---|---|---|---|
| | One Side. No Endors't. One Form. | Both Sides. With Endors. Two Forms. | One Side. No Endors't. One Form. | Both Sides. With Endors. Two Forms. |
| One Hundred impressions... | $ | $ | $ | $ |
| Every added Hundred..... | | | | |
| Five Hundred impressions.. | | | | |
| One Thousand impressions.. | | | | |
| Every added Thousand..... | | | | |
| One Ream of Paper..... | | | | |
| Five Reams Paper, per ream. | | | | |
| Ten Reams Paper, per ream. | | | | |

**With Brass Rules.** In this style, the work must be rated by time at 75 cents per hour, with the added value of all the Brass Rule wasted. If the form is to be kept standing add the entire value of Rule.

## PRESSWORK ON MANIFESTS OR WAY BILLS.

| Impressions in Black Ink. | Half Sheet Folio, or any smaller size. | | Full Sheet Folio, or Full Sheet Cap. | |
|---|---|---|---|---|
| | One Side. No Endors't. One Form. | Both Sides. With Endors. Two Forms. | One Side. No Endors't. One Form. | Both Sides. With Endors. Two Forms. |
| One Hundred impressions.. | $ .75 | $1.25 | $1.00 | $1.50 |
| Every added Hundred..... | .20 | .40 | .25 | .40 |
| Five Hundred impressions.. | 1.50 | 2.75 | 2.00 | 3.00 |
| One Thousand impressions.. | 2.50 | 4.50 | 3.00 | 5.00 |
| Every added Thousand..... | 2.00 | 4.00 | 2.50 | 4.00 |
| One Ream of Paper..... | 2.50 | 4.50 | 2.00 | 3.50 |
| Five Reams Paper, per ream. | 2.00 | 4.00 | 1.50 | 2.50 |
| Ten Reams Paper, per ream. | 2.00 | 3.50 | 1.00 | 2.00 |

**The Prices for Impressions** are not necessarily for single copies, but for as many copies as are printed by one impression.

**The Prices per Ream** are for a full ream of 480 sheets, less the waste. On the half-sheet size of paper, printed on both sides, the Ream will be 1920 impressions; on the full-sheet size, printed on both sides, 960 impressions.

**Blue or Red Ink** is seldom required. As this kind of form uses little ink, and gives little trouble, an advance of one-third on the price of Black will be sufficient.

# TIME TABLES

### FOR RAILROAD AND STEAMBOAT COMPANIES.

**Paper.** The sizes of paper used for this class of work are too irregular to be classified and priced. Fair and Fine Book, white, tinted and colored are all approved qualities. Map, Bond and Tissue have some use for pocket service.

**Composition in Roman Type.** Most work of this nature should be done on time at 75 cents per hour, with the added value of all Brass Rule used. When matter is measured, the rates should be for all sizes from Nonpareil to Pica $2.50 per 1000 ems; for Agate $2.75; Pearl $3.00; Diamond $3.50 per 1000 ems. The value of the Brass Rule, and of all time spent in cutting it, should be added. When Antique Type, or Roman Type on bastard body, or any unusual sorts are required, the additional cost of such type over that of regular Roman should be added to the price. This extra charge may be in one specific item, or may be incorporated with that of composition, as may be expedient. See Special Sorts, page 67.

**Alterations,** with Proof Reading and responsibility, by Day, 75 cents per hour: by Night, $1.00 @ $1.50 per hour. Without Proof Reading or responsibility, by Day, 60 cents; by Night, $1.00 to $1.25. See page 61.

**Keeping Form Standing.** Ascertain the value of Type in form and required in case for alterations; charge 2 per cent. per month, irrespective of the number of times the form is used. One per cent. pays the rate for use of material, and one per cent. for care and responsibility of keeping it in order.

## PRESSWORK OF TIME TABLES, BLACK INK.

| Size of Sheet. | 100. | 250. | 500. | 1000. | 5000. per 1000. | 10,000. per 1000. |
|---|---|---|---|---|---|---|
| 10 × 12 inches.... | $ | $ | $ | $ | $ | $ |
| 12 × 20 " .... | | | | | | |
| 20 × 24 " .... | | | | | | |
| 22 × 28 " .... | | | | | | |
| 24 × 38 " .... | | | | | | |

## PRESSWORK OF TIME TABLES, BLACK INK.

| Size of Sheet. | 100. | 250. | 500. | 1000. | 5000. per 1000. | 10,000. per 1000. |
|---|---|---|---|---|---|---|
| 10 × 12 inches.... | $1.00 | $1.25 | $1.50 | $2.50 | $2.00 | $1.75 |
| 12 × 20 " .... | 1.50 | 1.75 | 2.00 | 3.50 | 3.00 | 2.50 |
| 20 × 24 " .... | 1.75 | 2.00 | 3.00 | 5.00 | 4.50 | 3.00 |
| 22 × 28 " .... | 2.00 | 3.00 | 4.00 | 6.00 | 5.00 | .... |
| 24 × 38 " .... | 3.00 | 4.00 | 5.50 | 7.50 | 6.00 | .... |

These are prices for Day work. All work done at night, or by day to the injury of other work, should be at special rates.

The Prices are for sizes larger than Nonpareil. Presswork on Agate Type should be 10 per cent. extra; Pearl 20 per cent. extra; Diamond 30 per cent. extra.

# PASSAGE TICKETS ON CARDS.

**Consecutively-numbered** Passage Tickets can be printed to advantage only by those who use many machines specially constructed for the purpose, and who make the work a specialty. Prices, including card stock and labor, range from $1.00 to $1.50 per 1000, according to extent of order and quality of card. Any number less than 1000 rates as 1000.

Small quantities of Tickets not numbered, may be taken at the rate of $1.50 per 1000 for the composition and presswork, with the value of the card board and alterations added. See No. 1 Cards, page 147.

Large quantities of Tickets not numbered, should be printed from a form of many tickets. Set up or electrotype as many as are needed to fill an eighth, twelfth or sixth sheet, as may be most judicious for the quantity; and charge for the work at 75 cents per hour. In most cases this will average 25 cents for each ticket. For value of Card Board, see prices for the cheaper qualities on page 235, or make special price. The Presswork should be charged at the uniform rate of $3.00 per 1000 impressions. Alterations on time only: 75 cents per hour for Composition, and 75 cents @ $1.25 per hour, according to size and value of machine, for detention of press. The Cutting-up, if done on a paper-cutting machine, at 10 cents per 1000; if done singly by shears at 20 cents per 1000. An order of 50,000 on common Satin or Blank Board may be done in this style at $1.50 per 1000.

**Coupon Tickets,** numbered, are furnished by railroad ticket printers at prices ranging from $1.50 to $2.00 per 1000 tickets, according to quantity. At these rates they can be done to profit only by those possessed of the patent machinery and of experience in the work.

**Excursion Tickets,** not numbered, for Associations. The usual size is a double No. 1 Card. See prices of Cards, on page 147. The Composition of an ordinary form of two tickets, in plain style, should be rated at $1.00; in neat style, with border, $1.50 to $2.00. Presswork should be at $2.00 per thousand. One Hundred only at 50 cents. If numbered by paging machine, charge $1.00 @ $2.00 per 1000 numbers.

## VALUE OF PAPER PER 1000 TICKETS.

| Sizes.... N Paper. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. | 24 pounds. | 28 pounds. |
|---|---|---|---|---|---|---|
| Two Tickets to page | $ | $ | $ | $ | $ | $ |
| Three " " | | | | | | |
| Four " " | | | | | | |
| Five " " | | | | | | |
| Value per ream..... | | | | | | |

For M Paper, add 10 per cent. to these prices. For Perfect Paper, add one-fifth.

## COMPOSITION OF PASSAGE TICKETS.

Ordinary Form, with Enclosed Rules, with End Piece on Ticket, and a Printed Stub.

| Sizes. | Flat Cap. | Folio Post. | Sizes. | Flat Cap. | Folio Post. |
|---|---|---|---|---|---|
| Five to page..... | $ | $ | Three to page.... | $ | $ |
| Four to page..... | | | Two to page..... | | |

If Stub and End Piece are omitted, deduct 50 cents.

## PRESSWORK IN BLACK INK.

| Sizes. | One Ticket Set. | | | | Two Set. | |
|---|---|---|---|---|---|---|
| | 100 Tickets. | 250 Tickets. | 500 Tickets. | 1000 Tickets. | 1000 Impres. | 2000 per 1000. |
| One Ticket to page. | $ | $ | $ | $ | $ | $ |
| Two Tickets to page | | | | | | |
| Three " " | | | | | | |
| Four " " | | | | | | |
| Five " " | | | | | | |

## BINDING OF PASSAGE TICKETS.

Ordinary Style of Half Binding, Paper Sides.

| Sizes. | Flat Cap. | Folio Post. | Sizes. | Flat Cap. | Folio Post. |
|---|---|---|---|---|---|
| Folio, 4 or 5 on page.. | $ | $ | Octavo, 1 on page.... | $ | |
| Quarto, 2 or 3 on page, | | | Ten mo., 1 on page... | | |
| Six mo., 2 on page.... | | | For prices of quantities, see Binding. | | |

# PASSAGE TICKETS ON PAPER.

**Folio Post,** 17 × 22 inches, and **Demy,** 16 × 21 inches, are usual sizes. FLAT CAP, 14 × 17 inches, is not uncommon. They are usually printed for binding, 2, 3, 4, and 5 to page.

## VALUE OF PAPER PER 1000 TICKETS.

| Sizes.... N Paper. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. | 24 pounds. | 28 pounds. |
|---|---|---|---|---|---|---|
| Two Tickets to page | $2.34 | $2.64 | $3.00 | $3.33 | $4.00 | $4.68 |
| Three " " | 1.54 | 1.75 | 2.00 | 2.20 | 2.64 | 3.09 |
| Four " " | 1.16 | 1.32 | 1.50 | 1.65 | 2.00 | 2.33 |
| Five " " | .93 | 1.05 | 1.20 | 1.32 | 1.50 | 1.86 |
| Value per ream..... | 4.20 | 4.80 | 5.40 | 6.00 | 7.20 | 8.40 |

For M Paper, add 10 per cent. to these prices. For Perfect Paper, add one-fifth.

## COMPOSITION OF PASSAGE TICKETS.

Ordinary Form, with Enclosed Rules, with End Piece on Ticket, and a Printed Stub.

| Sizes. | Flat Cap. | Folio Post. | Sizes. | Flat Cap. | Folio Post. |
|---|---|---|---|---|---|
| Five to page..... | $1.75 | $2.25 | Three to page.... | $2.50 | $3.75 |
| Four to page..... | 2.00 | 3.00 | Two to page..... | 3.25 | 4.50 |

If Stub and End Piece are omitted, deduct 50 cents.

## PRESSWORK IN BLACK INK.

| Sizes. | One Ticket Set. | | | | Two Set. | |
|---|---|---|---|---|---|---|
| | 100 Tickets. | 250 Tickets. | 500 Tickets. | 1000 Tickets. | 1000 impres. | 2000 per 1000. |
| One Ticket to page. | $ .50 | $ .75 | $1.25 | $2.00 | $.... | $.... |
| Two Tickets to page | 1.00 | 1.35 | 2.00 | 3.00 | 2.00 | 2.00 |
| Three " " | 1.20 | 1.65 | 2.40 | 3.75 | .... | .... |
| Four " " | 1.50 | 2.00 | 2.90 | 4.25 | 3.00 | 2.50 |
| Five " " | 1.75 | 2.35 | 3.25 | 4.75 | .... | .... |

For Presswork of Tickets from a form of three or more tickets, use the prices for Presswork of Checks, on page 165; the prices on which may be used also for Tickets in Colored Inks.

## BINDING OF PASSAGE TICKETS.

Ordinary Style of Half Binding, Paper Sides.

| Sizes. | Flat Cap. | Folio Post. | Sizes. | Flat Cap. | Folio Post. |
|---|---|---|---|---|---|
| Folio, 4 or 5 on page.. | $1.50 | $1.80 | Octavo, 1 on page.... | $ .60 | $ .75 |
| Quarto, 2 or 3 on page, | .90 | 1.00 | Ten mo., 1 on page... | .50 | .60 |
| Six mo., 2 on page.... | .75 | .90 | For prices of quantities, see Binding. | | |

## VALUE OF CARDS PER 1000.

| Qualities. | No. 1. | No. 2. | No. 3. | No. 4. | No. 5. |
|---|---|---|---|---|---|
| Check Railroad..... | $ | $ | $ | $ | $ |
| Extra-thick Railroad..... | | | | | |
| Double-extra Railroad..... | | | | | |
| Triple-extra Railroad..... | | | | | |
| Japanese, extra tough..... | | | | | |

## PRESSWORK OF FREE PASSES.

| Color of Ink. | 100 impres. | 200 impres. | 300 impres. | 400 impres. | 500 impres. | 1000 impres. | 2000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black Ink..... | $ | $ | $ | $ | $ | $ | $ |
| Red or Tint..... | | | | | | | |
| Gold Bronze..... | | | | | | | |

Prices are for Impressions. When printed on both sides, double the prices.

# EXTRA-THICK TICKETS,

AS USED BY TRANSPORTATION COMPANIES AND PLACES OF AMUSEMENT.

## VALUE OF CARDS PER 1000.

| Qualities. | No. 1. | No. 2. | No. 3. | No. 4. | No. 5. |
|---|---|---|---|---|---|
| Check Railroad | $1.62 | $1.85 | $2.30 | $2.90 | $4.00 |
| Extra-thick Railroad | 1.80 | 2.04 | 2.52 | 3.12 | 4.35 |
| Double-extra Railroad | 2.28 | 2.52 | 3.15 | 4.00 | 5.40 |
| Triple-extra Railroad | 2.70 | 3.12 | 3.84 | 4.80 | 6.50 |
| Japanese, extra tough | 5.25 | 7.90 | 9.25 | 13.50 | 14.25 |

If many distinct colors are wanted, add one-fourth to price of cards.

**Composition** of an ordinary form should be rated at $1.00. For many curved lines, etc. $1.50 @ $2.00. For every alteration of name, 25 cents.

**Presswork** may be done at the uniform rate of $2.00 per 1000 impressions in Black, or at 50 cents for first Hundred, and 20 cents for every added Hundred. If printed on both sides, double the price.

# FREE PASSES.

**Nos. 2, 3, and 4** of Post Board and Bristol Board, are the sizes and qualities in greatest use. For value of Cards see pages 147 and 149.

**Composition.** An ordinary Free Pass, with plain rule border, and usual caution on back, may be rated at $1.50. When a combination border is used, and other extra work is required, the price should be not less than $2.50, and may be $5.00.

**Engraving** of a Flat Tint Plate, with lights or year cut out, at $3.00; of a Ruled Tint, with year brought out in shaded outline, $6.00.

## PRESSWORK OF FREE PASSES.

| Color of Ink. | 100 impres. | 200 impres. | 300 impres. | 400 impres. | 500 impres. | 1000 impres. | 2000. per 1000. |
|---|---|---|---|---|---|---|---|
| Black Ink | $ .50 | $ .75 | $1.00 | $1.25 | $1.50 | $2.50 | $2.00 |
| Red or Tint | .75 | 1.12 | 1.50 | 1.88 | 2.25 | 3.75 | 3.00 |
| Gold Bronze | 1.00 | 1.50 | 2.00 | 2.50 | 3.00 | 5.00 | 4.00 |

Prices are for Impressions. When printed on both sides, double the prices.

**Trip Passes,** or **Special Free Passes,** when printed on Writing paper or common Card, in a common way, may be done at the rate of $2.00 per 1000 impressions. When printed from stereotype plates in large quantities, they may be done at the rate of $2.00 per 1000 impressions.

**By Lithography.** The cost of Transfer and Printing will be the same as for Ordinary Business Cards. See page 159. The cost of Engraving will be variable. For little lettering in plain style, without ornament, $5.00 to $7.00; for the finest work, with specially engraved vignette or ornaments, $10.00 to $30.00.

**By Copper Plate.** The value of Engraving by this process will be the same as by Lithography. The charge for printing should be for the first One Hundred copies $1.50; for every added Hundred $1.25.

# FREIGHT OR FARE TARIFFS.

Like many other Railroad Forms, Freight or Fare Tariffs are of too irregular size to be classified. They are printed of all sizes, and on all kind of material from Map or Tissue to Card board.

**Composition** of ordinary work and of measurable matter may be taken at the regular rates of $1.00 per 1000 ems, with the usual advances for Narrow Measures, Excess of Capitals, or Table or Figure Work. See pages 51 to 54.

The exclusive use of Antique or Clarendon, or similar bold faces as text types, should be, but is not, at one-fourth extra price. Double price is the common rate for small tables, and as such it is quoted; but in most cases this does not pay cost.

Very large Freight or Fare Tables, filled with figures and occupying a royal or double royal or larger sheet, cannot be done at ordinary rates or prices. The value of all type, rule and sorts procured for the work, should be added to the value of the labor, which should be computed at 75 cents per hour.

# RAILROAD BLANKS.

The ordinary Blanks of Railroad and Transportation Companies, like Ticket, Freight, Conductors', and Car Reports, Monthly Abstracts, etc., are made of sizes to suit the number of stations on the road, and of different patterns to suit the requirements and tastes of the different officials. There is no agreement in the size of Paper, or in the style or quality of Composition or Ruling. It is impracticable to make general prices for any of these blanks.

Paper is the most important item, prices for which may be made by consulting the prices of Paper on pages 33 and 34. M papers of fair make are usually acceptable for the best Blanks. N papers, and Off-colored or Specky, are often used for the cheaper Blanks. For large quantities of odd sizes, paper can be made to order to best advantage. In this branch of work competition is keen, and work is unprofitable unless done in large orders.

**Composition,** when done with Brass Rules, is quite expensive on the first order of an ordinary Blank. The value of Labor and Brass Rule on some forms amounts to $50.00. If the value of this composition were assessed on an order of Five or Ten Reams, the price would be prohibitory. It is the custom with those who do most of this work to assess the expense not on one but on ten or more orders, with the added cost of Keeping Form Standing. It is not a commendable policy, for forms are frequently changed, or orders diverted before half the expense is paid for.

The method of making such a calculation may be seen in the following estimate for Conductors' Reports on 15-pound Flat Cap, the usual orders on which are but 5 reams, but of which 30 reams are used yearly.

| | |
|---|---|
| 30 Reams of Flat Cap of common quality, at $4.00 | $120.00 |
| Composition of Form, with Rules | 20.00 |
| Keeping Form Standing one year | 10.00 |
| Presswork of 30 Reams, at $2.00 | 60.00 |
| Total (average $7.00 per ream) | $210.00 |

Estimates made on this basis by novices in this specialty are pure speculations, with more than ordinary chance of loss.

**Presswork** of all ordinary Railroad Blanks may be done at the rates of Manifests or Way Bills, as specified on page 287. Two dollars per 1000 impressions with most printers will be found too low a price. For the work is more than ordinarily troublesome and expensive. The Presswork of large sheets of Railroad Headings, requiring exact register and great care, should be at the regular rates for Account Book Headings.

**Railroad Handbills, Posters and Show Cards** are usually done at special rates by printers who make this branch of work a specialty. The policy of charging for composition in instalments is often practiced, and current prices are too irregular to be quoted.

## COMMUTATION TICKETS.

**Cards.** The usual sizes are No. 2, 3, and 4; the favorite qualities are Tough Check Railroad and Japanese. See prices of Extra Thick Tickets.

**Composition.** The ordinary form may be rated at $1.00. When the border is surrounded with 31 numbers equally spaced the price should be $1.50 to $3.00, according to the neatness of the work.

**Presswork** in Black Ink at the rate of $2.00 per 1000 impressions; 50 cents for the first Hundred, and 20 cents for every added Hundred.

**Commutation Tickets in Books** of 100 perforated and detachable tickets are of variable cost. An order of 1000 Books, each containing 100 tickets, on Flat Cap, 24°, could be done in good style for 20 cents per book.

| Number of Pages. | 25 copies. | 50 copies. | 75 copies. | 100 copies. |
|---|---|---|---|---|
| Sixteen pages, and over....per page. | $ | $ | $ | $ |
| Eight pages, and less than sixteen ... | | | | |
| Less than Eight pages..... | | | | |

## VALUE OF ORDINARY WRITING PAPER.

| Qualities. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. | 22 pounds. |
|---|---|---|---|---|---|---|
| M paper.....per ream..... | $ | $ | $ | $ | $ | $ |
| per 100 sheets.. | | | | | | |
| Perfect paper ...per ream..... | | | | | | |
| per 100 sheets.. | | | | | | |

## VALUE OF BOND PAPER.

| Qualities. | Size 14 × 17 inches. | Size 16 × 21 inches. | Size 17 × 22 inches. |
|---|---|---|---|
| Ordinary thickness.....per 100.. | $ | $ | $ |
| Extra thickness..... " .. | | | |
| Parchment Deed..... " .. | | | |

# LAW CASES.

**Super Royal,** 22 × 28 inches, is the shape of paper most used for this class of work. In the State of New York, a rule of Court defines the quality of paper and dimensions of page and margin:

"On white writing paper, with a margin on the outer edge of the leaf not less than one and a half inches wide. The printed page, exclusive of any marginal reference, seven inches long and three and a half inches wide." The Super-royal Octavo (6¾ × 10⅓ inches, trimmed) fully meets the requirement. In other States, Medium Octavo (5¾ × 9 inches, trimmed) is used.

Orders seldom exceed 25 copies. The items of Composition, Paper, Presswork, and Binding are covered by these rates per page:

| Number of Pages. | 25 copies. | 50 copies. | 75 copies. | 100 copies. |
|---|---|---|---|---|
| Sixteen pages, and over....per page. | $1.25 | $1.40 | $1.50 | $1.60 |
| Eight pages, and less than sixteen ... | 1.40 | 1.55 | 1.65 | 1.75 |
| Less than Eight pages..... | 1.50 | 1.65 | 1.75 | 1.85 |

The size of type used is Small Pica. It is usually leaded, with side folio, 25 ems wide, and 50 ems long, or 1250 ems to the page. Composition in smaller type should be rated at 90 cents per 1000 ems. Alterations at 60 cents per hour. Covers should be rated as two pages.

# LAW BLANKS.

**Flat Cap,** 14 × 17 inches, or **Small Flat Cap,** 13 × 16 inches, are used for the greatest number of Law Blanks. The small size is more popular.

Folio Post, 17 × 22 inches, and Double Flat Letter, 16 × 20 inches, are used for the larger forms.

## VALUE OF ORDINARY WRITING PAPER.

| Qualities. | 12 pounds. | 14 pounds. | 16 pounds. | 18 pounds. | 20 pounds. | 22 pounds. |
|---|---|---|---|---|---|---|
| M paper.....per ream..... | $3.60 | $4.20 | $4.80 | $5.40 | $6.00 | $6.60 |
| per 100 sheets.. | .80 | .92 | 1.06 | 1.18 | 1.32 | 1.45 |
| Perfect paper ...per ream..... | 4.20 | 4.90 | 5.60 | 6.30 | 7.00 | 7.70 |
| per 100 sheets.. | .92 | 1.08 | 1.23 | 1.39 | 1.54 | 1.70 |

## VALUE OF BOND PAPER.

| Qualities. | Size 14 × 17 inches. | Size 16 × 21 inches. | Size 17 × 22 inches. |
|---|---|---|---|
| Ordinary thickness.....per 100.. | $2.00 | $3.00 | $3.50 |
| Extra thickness..... " .. | 2.40 | 3.60 | 4.00 |
| Parchment Deed..... " .. | 3.75 | 5.35 | 6.00 |

Parchment paper, 15 × 20 inches, 16 cents per sheet.

## PRESSWORK OF LAW BLANKS.

| Impressions in Black Ink. | Flat Cap. | | Folio Post. | |
|---|---|---|---|---|
| | One Side. One Form. | Both Sides. Two Forms. | One Side. One Form. | Both Sides. Two Forms. |
| One Hundred impressions... | $ | $ | $ | $ |
| Every added Hundred..... | | | | |
| Five Hundred impressions.. | | | | |
| One Thousand impressions.. | | | | |
| Every added Thousand..... | | | | |
| One Ream of Paper ..... | | | | |
| Five Reams Paper, per ream. | | | | |
| Ten Reams Paper, per ream. | | | | |
| Twenty Reams Paper, per r. | | | | |

## COMPOSITION OF LAW BLANKS.

The following measurements are for pages of ordinary size. The prices are for solid or close matter. It is not customary to measure open blanks, or fat matter.

| Flat Cap Page. 40 × 75 ems Pica. | | | Folio Post Page. 53 × 90 ems Pica. | | |
|---|---|---|---|---|---|
| Brevier | 7434 ems | $7.43 | Brevier | 11,786 ems | $11.78 |
| Bourgeois | 5880 " | 5.88 | Bourgeois | 9,324 " | 9.32 |
| Long Primer | 4794 " | 4.79 | Long Primer | 7,504 " | 7.50 |
| Small Pica | 3780 " | 3.78 | Small Pica | 5,900 " | 5.90 |
| Pica | 3000 " | 3.00 | Pica | 4,770 " | 4.77 |
| Pica Script of thin face | | 5.00 | Pica Script, thin face | | 8.00 |
| Great Primer Script, thin face | | 4.50 | Great Primer Script, thin face | | 7.00 |
| Double Small Pica Script | | 3.00 | Double Small Pica Script | | 5.00 |

These measurements should be used only for close matter, or as a guide to the comparative value of different sizes of type. Most Law Blanks are priced by time.

**Justified Display Lines**, unless too profusely used, do not increase the charges for composition.

**Dotted Brass Rule**, as leader-lines for writing, are always at extra price. When freely used, the cost of composition is doubled.

**Making-up a Form** of Red Letter Display Lines should be priced by time, at 75 cents per hour.

**Ruling Red Marginal Lines.** On Flat Cap: One Ream, 75 cents; Five Reams and over, 60 cents per ream. On Folio Post: One Ream, $1.00; Five Reams and over, 75 cents per ream. Ruling feint lines in blank spaces, struck against red lines, can be rated only on time, at 75 cents per hour at which rate the feint-lining only of a single ream may cost from $1.00 to $3.00.

## PRESSWORK OF LAW BLANKS.

| Impressions in Black Ink. | Flat Cap. | | Folio Post. | |
|---|---|---|---|---|
| | One Side. One Form. | Both Sides. Two Forms. | One Side. One Form. | Both Sides. Two Forms. |
| One Hundred impressions | $ .75 | $1.50 | $1.00 | $2.00 |
| Every added Hundred | .20 | .40 | .25 | .50 |
| Five Hundred impressions | 1.50 | 3.00 | 2.00 | 4.00 |
| One Thousand impressions | 2.50 | 5.00 | 3.00 | 6.00 |
| Every added Thousand | 2.00 | 4.00 | 2.50 | 5.00 |
| One Ream of Paper | 1.50 | 3.00 | 2.00 | 4.00 |
| Five Reams Paper, per ream. | 1.25 | 2.50 | 1.50 | 3.00 |
| Ten Reams Paper, per ream. | 1.00 | 2.00 | 1.25 | 2.50 |
| Twenty Reams Paper, per r. | 1.00 | 2.00 | 1.00 | 2.00 |

Prices for Impressions on Both Sides are for double impressions.

Presswork of Red Letter Display Lines in Carmine, should be one-half more than Black Ink. If color is used in excess, add three-fourths to price of Black; if very nice register is wanted, double price of Black.

**Half-sheet and Quarter-sheet Blanks**, in Roman Type, and in common style, may be taken at 50 cents for the first Hundred copies, and at 20 cents for every added Hundred, or for long orders at the rate of $2.00 per Thousand impressions.

Prices of Presswork do not include Folding.

These are the current prices for ordinary work on ordinary material. When new Scripts are used, and extra care is taken, the prices of both composition and presswork should be advanced.

# LEAFLETS.

All shapes and qualities of Writing, Cover, and fine Book papers are used for this class of work. Sizes should be so graduated that they can be cut with little waste, and, if possible, of proportions to fit regular envelopes.

## USUAL SIZES OF LEAFLETS.

The dimensions given in this table are those of single Leaves before trimming.

| FLAT CAP, 14 × 17 inches. | | FOLIO POST, 17 × 22 inches. | |
|---|---|---|---|
| 2⅛ × 3½ inches | 32 to sheet. | 2¾ × 3⅝ inches | 36 to sheet. |
| 2⅞ × 4⅔ " | 18 " | 2¾ × 4¼ " | 32 " |
| 3½ × 5⅔ " | 12 " | 3⅝ × 5⅝ " | 18 " |
| 4¼ × 7 " | 8 " | 3¼ × 5½ " | 20 " |
| **SUPER ROYAL, 22 × 28 inches.** | | **DOUBLE MEDIUM, 24 × 38 inches.** | |
| 2⅓ × 3⅔ inches | 72 to sheet. | 2⅜ × 4 inches | 96 to sheet. |
| 2¾ × 4⅔ " | 48 " | 3 × 4¾ " | 64 " |
| 3½ × 5½ " | 32 " | 3 × 6 " | 48 " |
| 3⅔ × 7 " | 24 " | 3¾ × 6 " | 40 " |
| 4⅔ × 7⅓ " | 18 " | 4 × 6¼ " | 36 " |

All of these sizes can be cut out of paper without waste, but all cannot be printed to equal advantage. As a Leaflet is usually printed on both sides, it is of importance that the paper be cut of double size, so that the pages can be printed by one impression as well as without waste. More sizes than are specified in the table can be made, but such sizes will waste paper.

It is not practicable in a Leaflet to print with economy any number of pages that can be put on a strip. The strip of Paper should be an even fraction of the sheet. Any size between regular fractions costs as much as the next larger size. For example: In the size of Leaf 3 × 6 inches it is practicable to print 4, 6, 8, 12, and 16 pages without waste of paper. But a Leaflet of 10 pages must be printed on the same size of paper as is needed for 12, and the paper should be rated at same price.

## COMPOSITION OF LEAFLETS.

All measurable matter should be at the rate of $1.00 per 1000 ems, which rate should include a plain double-rule or a single-rule border, selected from stock. Specially-cut Rule-borders or Ornamental Corners should be rated at 25 @ 75 cents extra per page. Table work or Column work should be at the usual advance. See page 53. Displayed matter, when measured, should not be rated less than Brevier; if containing many curves, or if done with extra care, as Nonpareil. No deduction should be made for space occupied by wood cuts or electrotypes. On small pages, they do not diminish but add to the labor.

The sizes of Leaflets are so irregularly trimmed to suit special purposes, that it is not practicable to give tables of measurement.

**Electrotyping.** When large quantities are ordered, the pages should be electrotyped. As margins are always narrow, they cannot be printed on patent blocks. Price of Electrotyping should include Blocking. See prices under the heading of Electrotyping.

## VALUE OF PAPER PER REAM.

FLAT CAP, 14 × 17 inches.

Engine-sized.....12 lb....$
Engine-sized, fine...14 lb....
M paper.....14 lb....
M paper.....16 lb....
M paper.....18 lb....

DOUBLE MEDIUM, 24 × 38 inches.

Fair Book .....50 lb....$
Sized and Calend...50 lb....
Sized and Calend...60 lb....
Buff Tinted, fine....50 lb....
Buff Tinted.....60 lb....
Buff Tinted, plate...70 lb....

FOLIO POST, 17 × 32 inches.

Engine-sized .....18 lb....$
Engine-sized, fine...20 lb....
M paper.....18 lb....
M paper.....20 lb....
M paper.....22 lb....

SUPER ROYAL, 22 × 28 inches.

Fair Book .....30 lb....$
Sized and Calend...30 lb....
Sized and Calend...40 lb....
Buff Tinted, fine....30 lb....
Buff Tinted.....40 lb....
Buff Tinted.....50 lb....

## PRESSWORK OF LEAFLETS.

| Size of Form. Number of Impressions. | Black Ink. | Blue Ink. | Red Ink. | Red and Black Inks. | Black, Red, and Blue Inks. |
|---|---|---|---|---|---|
| **12 × 19**.. 500 impressions.. | $ | $ | $ | $ | $ |
| 1000 " .. | | | | | |
| 5000 per 1000.. | | | | | |
| 10,000 " .. | | | | | |
| **19 × 24**. 1000 impressions.. | | | | | |
| 5000 per 1000.. | | | | | |
| 10,000 " .. | | | | | |
| **22 × 28**. 1000 impressions.. | | | | | |
| 5000 per 1000.. | | | | | |
| 10,000 " .. | | | | | |
| **24 × 38**. 1000 impressions.. | | | | | |
| 5000 per 1000.. | | | | | |
| 10,000 " .. | | | | | |

## VALUE OF PAPER PER REAM.

| Flat Cap, 14 × 17 inches. | | |
|---|---|---|
| Engine-sized | 12 lb. | $3.00 |
| Engine-sized, fine | 14 lb. | 3.50 |
| M paper | 14 lb. | 4.20 |
| M paper | 16 lb. | 4.80 |
| M paper | 18 lb. | 5.40 |

| Double Medium, 24 × 38 inches. | | |
|---|---|---|
| Fair Book | 50 lb. | $8.00 |
| Sized and Calend | 50 lb. | 10.00 |
| Sized and Calend | 60 lb. | 13.00 |
| Buff Tinted, fine | 50 lb. | 14.00 |
| Buff Tinted | 60 lb. | 16.80 |
| Buff Tinted, plate | 70 lb. | 19.60 |

| Folio Post, 17 × 32 inches. | | |
|---|---|---|
| Engine-sized | 18 lb. | $4.50 |
| Engine-sized, fine | 20 lb. | 5.20 |
| M paper | 18 lb. | 5.40 |
| M paper | 20 lb. | 6.00 |
| M paper | 22 lb. | 6.60 |

| Super Royal, 22 × 28 inches. | | |
|---|---|---|
| Fair Book | 30 lb. | $5.40 |
| Sized and Calend | 30 lb. | 6.00 |
| Sized and Calend | 40 lb. | 8.80 |
| Buff Tinted, fine | 30 lb. | 8.40 |
| Buff Tinted | 40 lb. | 11.20 |
| Buff Tinted | 50 lb. | 14.00 |

**To Compute the Value of Paper required for an edition of Leaflets.**

1. Ascertain how many pages there are in the form. 2. Ascertain how many copies can be got out of a sheet.* 3. Divide the number of copies wanted by the number of copies to be had out of the sheet, which will give the whole number of sheets. 4. See Fractional Sizes of Paper, pages 42 to 45. Having found the price per 1000 sheets (through the price per ream), multiply the number of sheets required for the work by the price per 1000 sheets, or in case of a small number, by the price per 100 sheets. For large orders, make special prices for paper.

*Try to print all the pages by one impression: if one paper is of unsuitable size, try another. In most cases, it will be a wise economy to pay an extra price for wasted paper, or for better paper, rather than double price for needless presswork.

## PRESSWORK OF LEAFLETS.

| Size of Form. Number of Impressions. | Black Ink. | Blue Ink. | Red Ink. | Red and Black Inks. | Black, Red, and Blue Inks. |
|---|---|---|---|---|---|
| **12 × 19**.. 500 impressions.. | $2.00 | $3.00 | $4.00 | $6.00 | $9.00 |
| 1000 " .. | 3.00 | 4.50 | 6.00 | 9.00 | 12.00 |
| 5000 per 1000.. | 2.50 | 3.75 | 5.00 | 7.50 | 10.00 |
| 10,000 " .. | 2.00 | 3.00 | 4.00 | 6.00 | 8.00 |
| **19 × 24**. 1000 impressions.. | 4.00 | 6.00 | 8.00 | 12.00 | 16.00 |
| 5000 per 1000.. | 3.00 | 5.00 | 6.00 | 9.00 | 12.00 |
| 10,000 " .. | 2.00 | 4.00 | 6.00 | 8.00 | 10.00 |
| **22 × 28**. 1000 impressions.. | 5.00 | 7.50 | 10.00 | 15.00 | 20.00 |
| 5000 per 1000.. | 3.00 | 5.00 | 7.00 | 10.00 | 13.00 |
| 10,000 " .. | 2.50 | 4.00 | 7.00 | 10.00 | 12.50 |
| **24 × 38**. 1000 impressions.. | 6.00 | 9.00 | 12.00 | 18.00 | 24.00 |
| 5000 per 1000.. | 4.00 | 6.00 | 10.00 | 14.00 | 18.00 |
| 10,000 " .. | 3.00 | 5.00 | 9.00 | 12.00 | 15.00 |

Leaflets in forms of unusually long shape, may be rated at advanced prices.

Trimming, Folding and Packing per 1000: Four pages, 50 cents; Six pages, 60 cents; Eight pages, 75 cents; Ten or Twelve pages, $1.00.

# NEWSPAPERS.

All sizes and qualities of News and Book Papers are used for this class of work. No sizes can be called Regular. On pages 21 and 22 will be found a list of the qualities and weights of such papers as are kept on sale. Intermediate sizes, weights, and qualities are to be had only to order.

Size 24 × 38 inches, when folded, makes a leaf 19 × 24 folio, and 9½ × 12 octavo. The quarto shape of 12 × 19 is objectionable. The most satisfactory proportion for a newspaper leaf is to have the height of leaf about one-third more than the width.

Size 29 × 43 inches flat, when folded, makes a leaf 21½ × 29 folio, and 10¾ × 14½ octavo.

Size 33 × 46 inches, when folded, makes a leaf 23 × 33 folio, 16½ × 23 quarto, and 11½ × 16½ octavo.

## MEASUREMENTS OF NEWSPAPER LEAVES.

| Leaf. | Size of Type. | Ems. | Leaf | Size of Type. | Ems. |
|---|---|---|---|---|---|
| 9½ × 12..... | Long Primer... | 4,200 | 16½ × 23..... | Long Primer... | 17,113 |
| | Brevier..... | 6,580 | | Brevier..... | 26,989 |
| | Nonpareil..... | 10,384 | | Nonpareil..... | 47,828 |
| 10 × 13..... | Long Primer... | 4,920 | 19 × 24..... | Long Primer... | 21,120 |
| | Brevier..... | 7,725 | | Brevier..... | 32,960 |
| | Nonpareil..... | 12,220 | | Nonpareil..... | 52,722 |
| 10¾ × 14½.. | Long Primer... | 6,204 | 21½ × 29..... | Long Primer... | 29,492 |
| | Brevier..... | 9,676 | | Brevier..... | 46,046 |
| | Nonpareil ..... | 15,040 | | Nonpareil..... | 74,151 |
| 11½ × 16½.. | Long Primer... | 7,739 | 23 × 33..... | Long Primer... | 36,424 |
| | Brevier..... | 12,056 | | Brevier..... | 57,567 |
| | Nonpareil..... | 19,436 | | Nonpareil..... | 91,632 |

These measurements allow one inch margin on all sides of the printed page. The sizes of type by which the measurements are made are of the bodies of George Bruce's Son & Co. Different widths of margin, and different bodies of type, will make different results in measurement. The calculations should be used only to give to an inquiring customer a notion of the probable amount of matter contained in the pages, and of the relative loss or gain from the use of large or small type.

## COMPOSITION OF NEWSPAPERS.

Composition of Newspapers may be taken at 80 cents per 1000 ems for Reprint, and 85 cents for Manuscript. See pages 47, 48, 54 and 55, for other details connected with this class of work.

ELECTROTYPING, when done on transient orders, and blocked, should be at the regular rates laid down under this heading. When done in quantities, on regular weekly orders, special rates may be made.

**Ordinary Newspaper Presswork,** per 1000 impressions, with but little making-ready (with Black Ink at cents per pound), not pointed.

| Impressions. | Size 22 × 28 inches. | Size 24 × 38 inches. | Size 29 × 43 inches. | Size 33 × 46 inches. |
|---|---|---|---|---|
| 1000 impressions ..... | $ | $ | $ | $ |
| 2500 " per 1000... | | | | |
| 5000 " " ... | | | | |
| 10,000 " " ... | | | | |
| 20,000 " " ... | | | | |

## PRESSWORK OF NEWSPAPERS.

Prices should be graduated by the quality of work, the value of the ink, the size of form, and the length of the edition.

To those who are accustomed to rate this class of work by the token, the price per token of 250 impressions may be made by dividing the prices of this table per 1000 by 4.

**Ordinary Newspaper Presswork,** per 1000 impressions, with but little making-ready (with Black Ink at 50 cents per pound), not pointed.

| Impressions. | Size 22 × 28 inches. | Size 24 × 38 inches. | Size 29 × 43 inches. | Size 33 × 46 inches. |
|---|---|---|---|---|
| 1000 impressions ..... | $3.50 | $4.00 | $4.50 | $5.00 |
| 2500 " per 1000... | 2.50 | 2.50 | 3.00 | 4.00 |
| 5000 " " ... | 2.00 | 2.00 | 2.50 | 3.00 |
| 10,000 " " ... | 1.75 | 2.00 | 2.25 | 3.00 |
| 20,000 " " ... | 1.60 | 2.00 | 2.00 | 2.50 |

ORDERS OF 500 OR LESS cannot be taken at much lower rates than for 1000 copies. Those who do most of this work refuse to print even 100 copies for less than $3.00.

POINTING OF SHEETS, to secure accurate register, should raise the rates 40 cents per 1000 on a small, and 25 cents per 1000 on a large edition.

MAKING-READY. In all cases when it occupies more than two hours, Making-ready should be a specific charge at the rate of $1.50 @ $2.00 per hour, according to the size and value of the press. Cutting of Card-board overlays should be done before the form goes to press, and should be rated at 75 cents to $1.00 per hour, according to the value of the work. On Wood-cut forms, this is often a serious expense; on the commonest forms, rarely ever less than $7.00; on fine work, often exceeding $30.00.

DRY-PRESSING of Newspapers is always an extra expense. If done sheet by sheet, it should be rated at $2.00 per 1000 sheets. When dry-pressed in lifts of two or more at $1.00 per 1000 sheets. At either rate, this will be found unsatisfactory work.

FINER INKS than that usually sold at 50 cents are often required. For such work, it will be necessary not only to add the value of extra Ink to price of Presswork, but to raise the price to compensate for lessened speed. When the value of Ink consumed is more than 10 per cent. of the cost of the work, the value of this excess should be added. When the speed is diminished, by reason of difficult-distributing Ink, the price per 1000 should be adjusted by the performance of the press. See Cost of Presswork, on page 77.

PATENT BLOCKS, when required for Newspapers of irregular size, should be furnished at customer's expense.

NEWSPAPERS OF SMALL PAGES and of short editions, should be at the same prices as those given for Pamphlet work.

# PAMPHLETS.

All sizes and qualities of News, Book and Writing Papers are used for this work. Most orders are for small quantities, for which it is necessary to use such paper as can be found on sale. The sizes of FLAT CAP, 14 × 17 inches (or its double, 17 × 28 inches), FOLIO POST, 17 × 22 inches, MEDIUM, 19 × 24 inches (or its double, 24 × 38 inches), SUPER ROYAL, 22 × 28 inches will be found ample for ordinary demands.

## WEIGHTS AND PRICES OF PAPER.

Too many weights and qualities of Paper are used for Pamphlet work to admit of their classification in a table of prices. The following weights and sizes are to be had in most warehouses:

**Flat Cap,** 14 × 17 inches. ENGINE-SIZED, 10, 11, 12, 13 lb, at 22 @ 25 cents per pound. HARD-SIZED, 12, 14, 16, 18 lb, at 25 @ 30 cents per pound. PERFECT AND PLATED WRITING, 14, 16, 18, 20 lb, at 30 @ 40 cents per pound. DOUBLE CAP, of 24, 28, 32, 34, 36, 40 lb. may be had of the finer qualities; Engine-sized can be had only of light weights.

**Folio Post,** 17 × 22 inches. ENGINE-SIZED, 12, 14, 16, 18, 20 lb, at 22 @ 25 cents per pound. HARD-SIZED, 14, 16, 18, 20, 22 lb, at 25 @ 30 cents per pound. PERFECT WRITING, 16, 18, 22, 24, 28 lb, at 30 @ 40 cents.

**Super Royal,** 22 × 28 inches. FAIR BOOK, 30 and 40 lb, at 18 cents per pound. SIZED AND CALENDERED, of fair quality, 35, 40, 50 lb, at 20 @ 25 cents per pound. SUPER-CALENDERED AND SIZED, fine quality, 35, 40, 50, 60, 70, 80 lb, at 25 @ 28 cents per pound. TINTED, ordinary quality, 40 lb, at 22 @ 25 cents per pound. TINTED PLATE, 40, 50, 60 lb, at 28 @ 33 cents per pound.

**Double Medium,** 24 × 38 inches. ORDINARY NEWS, 28, 30, 32 lb, at 15 cents per pound. FAIR NEWS, 32, 36, 40, 50, 60 lb, at 16 @ 17 cents per pound. FAIR BOOK, 32, 36, 40, 44, 50, 60 lb, at 17 @ 18 cents per pound. SIZED AND CALENDERED, of ordinary quality, 40, 50, 60 lb, at 18 @ 20 cents per pound; fine quality, 40, 50, 60 lb, at 20 @ 22 cents per pound. SUPER-CALENDERED AND SIZED, 40, 44, 50, 60, 70 lb, at 25 @ 28 cents per pound. TINTED, ordinary quality, 40, 50, 60 lb, at 25 cents per pound. TINTED PLATE, 40, 50, 60, 70 lb, at 28 @ 33 cents per pound.

See Paper, pages 21 to 37, for a more exact description of the Cost, Weights and Qualities of Paper.

The higher prices per pound may be used for small quantities; the lower prices for larger quantities.

## SIZES AND MEASUREMENTS OF PAGES.

The annexed list of shapes and measurements of pages are made for the ordinary sizes of Flat Cap, Folio Post, Medium and Super Royal. For other shapes, see the sizes under the heading of Books.

The size in inches is the size of the untrimmed leaf. The measurement by ems is with the bodies of type in use by George Bruce's Son & Co.

## Flat Cap, 14 × 17 inches.

| Folio. | | Twelve mo. | | Twenty-four mo. | |
|---|---|---|---|---|---|
| Full leaf..8½ × 14 inches. | | Full leaf 3½ × 5⅝ inches. | | Full leaf 2¾ × 3½ inches. | |
| Pica, 34 × 65 ems | 2,210 | Pica, 14 × 26 ems | 364 | Pica, 12 × 15 ems | 180 |
| Small Pica | 2,774 | Small Pica | 464 | Small Pica | 238 |
| Long Primer | 3,402 | Long Primer | 576 | Long Primer | 285 |
| Bourgeois | 4,320 | Bourgeois | 720 | Bourgeois | 357 |
| Brevier | 5,454 | Brevier | 902 | Brevier | 456 |
| Minion | 6,954 | Minion | 1,150 | Minion | 567 |
| Nonpareil | 8,840 | Nonpareil | 1,456 | Nonpareil | 720 |
| **Quarto.** | | **Sixteen mo.** | | **Thirty-two mo.** | |
| Full leaf...7 × 8½ inches. | | Full leaf 3½ × 4¼ inches. | | Full leaf 2⅛ × 3½ inches. | |
| Pica, 29 × 37 ems | 1,073 | Pica, 15 × 18 ems | 270 | Pica, 9 × 15 ems | 135 |
| Small Pica | 1,312 | Small Pica | 340 | Small Pica | 170 |
| Long Primer | 1,656 | Long Primer | 437 | Long Primer | 209 |
| Bourgeois | 2,080 | Bourgeois | 525 | Bourgeois | 273 |
| Brevier | 2,610 | Brevier | 672 | Brevier | 336 |
| Minion | 3,250 | Minion | 864 | Minion | 432 |
| Nonpareil | 4,292 | Nonpareil | 1,080 | Nonpareil | 540 |
| **Octavo.** | | **Eighteen mo.** | | **Thirty-six mo.** | |
| Full leaf...4¾ × 7 inches. | | Full leaf 2¾ × 4⅜ inches. | | Full leaf 2½ × 2¾ inches. | |
| Pica, 16 × 33 ems | 528 | Pica, 12 × 20 ems | 240 | Pica, 9 × 12 ems | 108 |
| Small Pica | 684 | Small Pica | 322 | Small Pica | 140 |
| Long Primer | 820 | Long Primer | 375 | Long Primer | 165 |
| Bourgeois | 1,058 | Bourgeois | 476 | Bourgeois | 221 |
| Brevier | 1,352 | Brevier | 608 | Brevier | 266 |
| Minion | 1,682 | Minion | 756 | Minion | 336 |
| Nonpareil | 2,112 | Nonpareil | 960 | Nonpareil | 432 |

## Folio Post, 17 × 22 inches.

| Folio. | | Twelve mo. | | Twenty-four mo. | |
|---|---|---|---|---|---|
| Full leaf...11 × 17 inches. | | Full leaf 4¼ × 7⅛ inches. | | Full leaf 3⅜ × 4¼ inches. | |
| Pica, 44 × 76 ems | 3,344 | Pica, 17 × 33 ems | 561 | Pica, 15 × 19 ems | 285 |
| Small Pica | 4,214 | Small Pica | 703 | Small Pica | 336 |
| Long Primer | 5,280 | Long Primer | 861 | Long Primer | 432 |
| Bourgeois | 6,758 | Bourgeois | 1,104 | Bourgeois | 567 |
| Brevier | 8,349 | Brevier | 1,404 | Brevier | 690 |
| Minion | 10,549 | Minion | 1,740 | Minion | 858 |
| Nonpareil | 13,376 | Nonpareil | 2,244 | Nonpareil | 1,140 |
| **Quarto.** | | **Sixteen mo.** | | **Thirty-two mo.** | |
| Full leaf..8½ × 11 inches. | | Full leaf 4¼ × 5½ inches. | | Full leaf 2¾ × 4¼ inches. | |
| Pica, 34 × 48 ems | 1,632 | Pica, 18 × 23 ems | 414 | Pica, 11 × 19 ems | 209 |
| Small Pica | 2,052 | Small Pica | 520 | Small Pica | 252 |
| Long Primer | 2,520 | Long Primer | 667 | Long Primer | 336 |
| Bourgeois | 3,216 | Bourgeois | 832 | Bourgeois | 405 |
| Brevier | 3,975 | Brevier | 1,008 | Brevier | 510 |
| Minion | 5,100 | Minion | 1,280 | Minion | 646 |
| Nonpareil | 6,528 | Nonpareil | 1,656 | Nonpareil | 836 |
| **Octavo.** | | **Eighteen mo.** | | **Thirty-six mo.** | |
| Full leaf 5½ × 8½ inches. | | Full leaf 3⅜ × 5⅜ inches. | | Full leaf 2¾ × 3⅜ inches. | |
| Pica, 22 × 38 ems | 836 | Pica, 14 × 25 ems | 350 | Pica, 11 × 16 ems | 176 |
| Small Pica | 1,075 | Small Pica | 443 | Small Pica | 216 |
| Long Primer | 1,344 | Long Primer | 558 | Long Primer | 280 |
| Bourgeois | 1,674 | Bourgeois | 700 | Bourgeois | 345 |
| Brevier | 2,100 | Brevier | 858 | Brevier | 442 |
| Minion | 2,613 | Minion | 1,125 | Minion | 551 |
| Nonpareil | 3,344 | Nonpareil | 1,400 | Nonpareil | 704 |

## Medium, 19 × 24 inches.

| Folio. | Quarto. | Octavo. |
|---|---|---|
| Full leaf...12 × 19 inches. | Full leaf..9½ × 12 inches. | Full leaf...6 × 9½ inches. |
| Pica, 49 × 86 ems.....4,214 | Pica, 40 × 52 ems....2,080 | Pica, 24 × 42 ems.....1,008 |
| Small Pica.....5,280 | Small Pica .....2,655 | Small Pica .....1,269 |
| Long Primer.....6,527 | Long Primer.....3,250 | Long Primer.....1,590 |
| Bourgeois.....8,280 | Bourgeois .....4,088 | Bourgeois.....2,006 |
| Brevier .....10,318 | Brevier.....5,166 | Brevier.....2,508 |
| Minion .....13,137 | Minion .....6,461 | Minion .....3,108 |
| Nonpareil .....16,836 | Nonpareil .....8,320 | Nonpareil .....4,032 |

| Twelve mo. | Sixteen mo. | Eighteen mo. |
|---|---|---|
| Full leaf...4¾ × 8 inches. | Full leaf...4¾ × 6 inches. | Full leaf...4 × 6½ inches. |
| Pica, 19 × 36 ems..... 684 | Pica, 20 × 26 ems.... 520 | Pica, 16 × 28 ems..... 448 |
| Small Pica..... 840 | Small Pica ..... 667 | Small Pica ..... 576 |
| Long Primer.....1,080 | Long Primer ..... 800 | Long Primer..... 700 |
| Bourgeois.....1,377 | Bourgeois .....1,008 | Bourgeois..... 920 |
| Brevier .....1,710 | Brevier .....1,312 | Brevier .....1,100 |
| Minion .....2,079 | Minion .....1,575 | Minion .....1,400 |
| Nonpareil .....2,736 | Nonpareil.....2,080 | Nonpareil.....1,792 |

| Twenty-four mo. | Thirty-two mo. | Thirty-six mo. |
|---|---|---|
| Full leaf...4 × 4¾ inches. | Full leaf..3 × 4¾ inches. | Full leaf...3⅛ × 4 inches. |
| Pica, 16 × 20 ems..... 320 | Pica, 12 × 22 ems .... 264 | Pica, 13 × 17 ems..... 221 |
| Small Pica..... 396 | Small Pica..... 350 | Small Pica ..... 266 |
| Long Primer..... 500 | Long Primer ..... 420 | Long Primer..... 336 |
| Bourgeois ..... 644 | Bourgeois ..... 527 | Bourgeois..... 432 |
| Brevier ..... 775 | Brevier ..... 665 | Brevier ..... 540 |
| Minion .....1,015 | Minion ..... 819 | Minion ..... 660 |
| Nonpareil .....1,280 | Nonpareil .....1,056 | Nonpareil ..... 884 |

| Forty-eight mo. | Sixty-four mo. | Seventy-two mo. |
|---|---|---|
| Full leaf...2⅜ × 4 inches. | Full leaf ..2⅜ × 3 inches. | Full leaf ...2 × 3½ inches. |
| Pica, 9 × 18 ems..... 162 | Pica, 10 × 13 ems.... 130 | Pica, 8 × 14 ems..... 112 |
| Small Pica..... 200 | Small Pica..... 154 | Small Pica ..... 144 |
| Long Primer..... 253 | Long Primer ..... 192 | Long Primer..... 180 |
| Bourgeois..... 325 | Bourgeois ..... 252 | Bourgeois..... 220 |
| Brevier ..... 392 | Brevier..... 300 | Brevier ..... 286 |
| Minion ..... 512 | Minion ..... 374 | Minion..... 350 |
| Nonpareil ..... 648 | Nonpareil ..... 520 | Nonpareil..... 448 |

## Super Royal, 22 × 28 inches.

| Folio. | Quarto. | Octavo. |
|---|---|---|
| Full leaf...14 × 22 inches. | Full leaf ..11 × 14 inches. | Full leaf....7 × 11 inches. |
| Pica, 57 × 99 ems.....5,643 | Pica, 46 × 60 ems ....2,760 | Pica, 28 × 50 ems.....1,400 |
| Small Pica.....7,040 | Small Pica.....3,417 | Small Pica.....1,760 |
| Long Primer.....8,928 | Long Primer .....4,332 | Long Primer.....2,170 |
| Bourgeois.....11,040 | Bourgeois .....5,376 | Bourgeois.....2,730 |
| Brevier .....13,950 | Brevier .....6,840 | Brevier .....3,432 |
| Minion .....17,574 | Minion.....8,667 | Minion .....4,400 |
| Nonpareil .....22,572 | Nonpareil.....11,040 | Nonpareil .....5,600 |

| Twelve mo. | Sixteen mo. | Eighteen mo. |
|---|---|---|
| Full leaf..5½ × 9½ inches. | Full leaf...5½ × 7 inches. | Full leaf..4⅔ × 7½ inches. |
| Pica, 22 × 42 ems..... 924 | Pica, 23 × 30 ems.... 690 | Pica, 19 × 32 ems..... 608 |
| Small Pica .....1,175 | Small Pica ..... 884 | Small Pica ..... 756 |
| Long Primer .....1,484 | Long Primer .....1,102 | Long Primer..... 960 |
| Bourgeois.....1,829 | Bourgeois .....1,344 | Bourgeois.....1,215 |
| Brevier .....2,310 | Brevier .....1,692 | Brevier .....1,500 |
| Minion .....2,886 | Minion .....2,173 | Minion .....1,904 |
| Nonpareil .....3,696 | Nonpareil .....2,760 | Nonpareil.....2,432 |

## Super Royal, 22 × 28 inches.—(Continued.)

**Twenty-four mo.**
Full leaf...3⅜ × 7 inches.

| | |
|---|---|
| Pica, 14 × 32 ems..... | 448 |
| Small Pica..... | 560 |
| Long Primer..... | 720 |
| Bourgeois..... | 900 |
| Brevier ..... | 1,100 |
| Minion..... | 1,400 |
| Nonpareil..... | 1,792 |

**Thirty-two mo.**
Full leaf 3½ × 5½ inches.

| | |
|---|---|
| Pica, 14 × 24 ems.... | 336 |
| Small Pica..... | 432 |
| Long Primer..... | 540 |
| Bourgeois ..... | 680 |
| Brevier ..... | 836 |
| Minion..... | 1,050 |
| Nonpareil..... | 1,344 |

**Thirty-six mo.**
Full leaf 3⅜ × 4⅝ inches.

| | |
|---|---|
| Pica, 15 × 20 ems..... | 300 |
| Small Pica..... | 374 |
| Long Primer..... | 475 |
| Bourgeois..... | 616 |
| Brevier ..... | 768 |
| Minion ..... | 945 |
| Nonpareil..... | 1,200 |

**Forty mo.**
Full leaf 2¾ × 5⅛ inches.

| | |
|---|---|
| Pica, 11 × 25 ems .... | 275 |
| Small Pica..... | 336 |
| Long Primer..... | 434 |
| Bourgeois..... | 540 |
| Brevier ..... | 680 |
| Minion..... | 900 |
| Nonpareil..... | 1,100 |

**Forty-eight mo.**
Full leaf 3⅛ × 3⅛ inches.

| | |
|---|---|
| Pica, 14 × 14 ems.... | 196 |
| Small Pica..... | 240 |
| Long Primer ..... | 306 |
| Bourgeois ..... | 380 |
| Brevier ..... | 462 |
| Minion ..... | 600 |
| Nonpareil ..... | 784 |

**Sixty-four mo.**
Full leaf 2¾ × 3⅛ inches.

| | |
|---|---|
| Pica 11 × 13 ems..... | 143 |
| Small Pica..... | 180 |
| Long Primer ..... | 221 |
| Bourgeois ..... | 285 |
| Brevier ..... | 336 |
| Minion..... | 414 |
| Nonpareil..... | 572 |

It is not supposed that these measurements of widths of pages will meet the established measures of all offices. The deviation from most established measures is but slight. Unlike any other set of measurements, they are in proportion to each other and to the leaf on which they are printed. Where they do not serve as an exact measure, they will serve approximately. In the making of hurried estimates, or in answering questions as to the relative economy of large or small type, it is believed that they will save much time, and prevent many errors.

The space occupied by each page of the type is, as near as even ems will allow, one half the area of the untrimmed leaf upon which it is printed; the large pages having large, and the small pages small margins. All these sizes are in as just proportion to each other as the nature of the different folds will allow.

## REGULAR SIZES OF PAMPHLET PAGES.

### Quarto Shapes,

In which the length of the leaf is about one-fourth more than its width.

| Size of Leaf. | No. of Leaves to Sheet. | Size of Full Sheet. |
|---|---|---|
| 14 × 17 | 2 | 17 × 28 |
| 12 × 15 | 4 | 24 × 30 |
| 11 × 14 | 4 | 22 × 28 |
| 10⅔ × 11 | 6 | 22 × 32 |
| 10½ × 14 | 8 | 28 × 42 |
| 9½ × 12 | 8 | 24 × 38 |
| 9½ × 12 | 4 | 19 × 24 |
| 9½ × 10½ | 12 | 28 × 42 |
| 8½ × 11 | 4 | 17 × 22 |
| 8 × 11 | 8 | 22 × 32 |
| 7½ × 8 | 12 | 22 × 32 |
| 7 × 9½ | 18 | 28 × 42 |
| 7 × 8½ | 4 | 14 × 17 |
| 7 × 8½ | 8 | 17 × 28 |
| 7 × 8⅜ | 20 | 28 × 42 |
| 7 × 7½ | 12 | 22 × 28 |
| 7 × 7 | 24 | 28 × 42 |
| 6½ × 8 | 18 | 24 × 38 |
| 6 × 7½ | 20 | 24 × 38 |
| 6 × 7½ | 16 | 24 × 30 |
| 6 × 6½ | 24 | 24 × 38 |
| 6 × 6½ | 12 | 19 × 24 |
| 5½ × 7 | 16 | 22 × 28 |
| 5½ × 6⅜ | 20 | 22 × 32 |
| 5½ × 5⅝ | 20 | 22 × 28 |
| 5¼ × 7 | 32 | 28 × 42 |
| 5 × 5¾ | 40 | 28 × 42 |
| 5½ × 5½ | 24 | 22 × 32 |
| 4⅜ × 6 | 16 | 19 × 24 |
| 4¾ × 6 | 32 | 24 × 38 |
| 4¾ × 4⅜ | 40 | 24 × 38 |
| 4¾ × 4⅜ | 20 | 19 × 24 |
| 4⅜ × 5⅜ | 18 | 17 × 28 |
| 4⅜ × 5⅜ | 24 | 22 × 28 |
| 4⅜ × 5¼ | 48 | 28 × 42 |
| 4¼ × 5½ | 20 | 17 × 28 |
| 4¼ × 5½ | 16 | 17 × 22 |
| 4¼ × 4⅜ | 20 | 17 × 22 |
| 4¼ × 3½ | 16 | 14 × 17 |
| 4 × 5½ | 32 | 22 × 32 |
| 4 × 4¾ | 24 | 19 × 24 |
| 4 × 4⅜ | 40 | 22 × 32 |
| 3⅝ × 4¼ | 24 | 17 × 22 |
| 3⅜ × 4¾ | 36 | 22 × 28 |
| 3½ × 4⅜ | 72 | 28 × 42 |
| 3½ × 4¼ | 40 | 22 × 28 |
| 3½ × 4¼ | 80 | 28 × 42 |
| 3½ × 4¼ | 32 | 17 × 28 |
| 3½ × 3½ | 96 | 28 × 42 |
| 3½ × 4 | 36 | 19 × 24 |
| 3⅛ × 4 | 72 | 24 × 38 |
| 3 × 4⅜ | 64 | 24 × 38 |
| 3 × 3⅞ | 80 | 24 × 38 |
| 2⅞ × 3½ | 24 | 14 × 17 |
| 2¾ × 3⅝ | 36 | 17 × 22 |
| 2¾ × 3½ | 64 | 22 × 28 |
| 2⅝ × 2¾ | 96 | 22 × 32 |
| 2⅜ × 3 | 64 | 19 × 24 |
| 2⅜ × 3 | 128 | 24 × 38 |
| 2⅛ × 2¾ | 36 | 14 × 17 |
| 2⅛ × 2¾ | 72 | 17 × 28 |

## Usual Book Shapes,

In which the length of the leaf is about one-half more than its width.

| Size of Leaf. | No. of Leaves to Sheet. | Size of Full Sheet. |
|---|---|---|
| 21 × 28 | 2 | 28 × 42 |
| 16 × 22 | 2 | 22 × 32 |
| 14 × 22 | 2 | 22 × 28 |
| 14 × 21 | 4 | 28 × 42 |
| 12 × 19 | 4 | 24 × 38 |
| 12 × 19 | 2 | 19 × 24 |
| 11 × 17 | 2 | 17 × 22 |
| 11 × 16 | 4 | 22 × 32 |
| 8⅓ × 14 | 4 | 17 × 28 |
| 8⅓ × 14 | 2 | 14 × 17 |
| 7 × 11 | 8 | 22 × 28 |
| 7 × 10½ | 16 | 28 × 42 |
| 6 × 9½ | 16 | 24 × 38 |
| 6 × 9½ | 8 | 19 × 24 |
| 5⅔ × 7 | 12 | 17 × 28 |
| 5⅓ × 9⅓ | 12 | 22 × 28 |
| 5⅓ × 8⅓ | 8 | 17 × 22 |
| 5⅓ × 8 | 16 | 22 × 32 |
| 5⅓ × 7⅓ | 18 | 22 × 32 |
| 5¼ × 9⅓ | 24 | 28 × 42 |
| 5¼ × 7 | 32 | 28 × 42 |
| 4⅔ × 8 | 12 | 19 × 24 |
| 4⅔ × 7⅓ | 18 | 22 × 28 |
| 4⅓ × 7⅓ | 12 | 17 × 22 |
| 4½ × 7 | 16 | 17 × 28 |
| 4¼ × 7 | 8 | 14 × 17 |
| 4 × 6⅓ | 16 | 19 × 24 |
| 3⅔ × 7 | 24 | 22 × 28 |
| 3⅜ × 5⅓ | 36 | 22 × 32 |
| 3¾ × 6 | 40 | 24 × 38 |
| 3⅝ × 5⅝ | 18 | 17 × 22 |
| 3½ × 5⅜ | 12 | 14 × 17 |
| 3½ × 5⅓ | 32 | 22 × 28 |
| 3½ × 5⅜ | 24 | 17 × 28 |
| 4¾ × 5⅝ | 20 | 17 × 28 |
| 3¼ × 5⅓ | 40 | 22 × 32 |
| 3 × 4¾ | 32 | 19 × 24 |
| 2¾ × 5½ | 40 | 22 × 28 |
| 2¾ × 5⅓ | 48 | 22 × 32 |
| 2¾ × 4⅔ | 48 | 22 × 28 |
| 2¾ × 4⅜ | 36 | 17 × 28 |
| 2¾ × 4⅔ | 18 | 14 × 17 |
| 2¾ × 4¼ | 40 | 17 × 28 |
| 2¾ × 4¼ | 32 | 17 × 22 |
| 2¾ × 3½ | 48 | 17 × 28 |
| 2⅜ × 4 | 64 | 22 × 32 |
| 2⅜ × 3⅔ | 72 | 22 × 33 |
| 2⅝ × 4⅔ | 96 | 28 × 42 |
| 2⅜ × 3⅔ | 72 | 22 × 32 |
| 2⅜ × 4¾ | 80 | 24 × 38 |
| 2⅜ × 4¾ | 40 | 19 × 24 |
| 2⅜ × 4 | 96 | 24 × 38 |
| 2⅛ × 4 | 48 | 19 × 24 |
| 2⅛ × 3½ | 32 | 14 × 17 |
| 2 × 3½ | 72 | 19 × 24 |
| 2 × 2¾ | 128 | 22 × 32 |

## Catalogue Shapes,

In which the length of the leaf is about twice as great as the width.

| Size of Leaf. | No. of Leaves to Sheet. | Size of Full Sheet. |
|---|---|---|
| 7 × 17 | 4 | 17 × 28 |
| 7 × 14 | 12 | 28 × 42 |
| 6½ × 12 | 12 | 24 × 38 |
| 6 × 19 | 8 | 24 × 38 |
| 5½ × 16 | 8 | 22 × 32 |
| 5½ × 14 | 8 | 22 × 28 |
| 5½ × 10⅔ | 12 | 22 × 32 |
| 5⅓ × 14 | 16 | 28 × 42 |
| 4¾ × 12 | 16 | 24 × 38 |
| 4¾ × 12 | 8 | 19 × 24 |
| 4⅔ × 14 | 18 | 28 × 42 |
| 4⅔ × 11 | 12 | 22 × 28 |
| 4½ × 14 | 8 | 17 × 28 |
| 4¼ × 11 | 8 | 17 × 22 |
| 4¼ × 9⅓ | 12 | 17 × 28 |
| 4 × 11 | 16 | 22 × 32 |
| 4 × 9½ | 12 | 19 × 24 |
| 4 × 7⅓ | 24 | 22 × 32 |
| 3⅔ × 9⅓ | 18 | 22 × 28 |
| 3⅝ × 8⅓ | 12 | 17 × 22 |
| 3½ × 11 | 16 | 22 × 28 |
| 3½ × 10½ | 32 | 28 × 42 |
| 3½ × 8⅓ | 16 | 17 × 28 |
| 3½ × 8⅓ | 8 | 14 × 17 |
| 3½ × 7 | 48 | 28 × 42 |
| 3⅛ × 8 | 18 | 19 × 24 |
| 3⅛ × 6 | 48 | 24 × 38 |
| 3 × 6½ | 48 | 24 × 38 |
| 3 × 6⅓ | 24 | 19 × 24 |
| 2¾ × 9⅓ | 18 | 17 × 28 |
| 2¾ × 8 | 32 | 22 × 32 |
| 2⅝ × 7⅓ | 36 | 22 × 28 |
| 2⅝ × 7 | 64 | 28 × 42 |
| 2¾ × 7 | 32 | 22 × 28 |
| 2⅜ × 8 | 24 | 19 × 24 |
| 2⅓ × 8⅓ | 12 | 14 × 17 |

The favorite proportion of size for Books, in which the length is one-half more than the width of the leaf, can be made only in a few folds of the above sizes of Pamphlet paper. This proportion can be made only by trimming a large leaf to waste, or by having paper made to order, which latter method is impracticable on small orders.

**The Use of these Tables.** It frequently happens that a small Pamphlet overruns the size of the sheet for which it was planned. For example: A Pamphlet of Flat Cap octavo size may make 12 pages. If Flat Cap is used, it will be necessary to print the pages in two forms—one of 8, and one of 4 pages—at a needless extra expense for presswork. If the Tables of Sizes are studied, it will be seen that a Flat Cap 8° and a Folio Post 12° are nearly of same size. The 12 pages can then be printed in one form on Folio Post; if there are more than 12 pages, as 16 pages in one form on Double Cap; if there are more than 16 pages, as 18 pages in one form on Super Royal, with some waste. A similar result will be had on many other sizes. On long editions, this enlargement of the form is of the first importance. Sometimes such an enlargement is attended with some waste of paper. In such a case, the value of wasted paper must be computed, and off-set against the probable saving to be effected on presswork, and preference should be given to the more economical method.

Some consideration must also be had to the size of the form, in regard to its relative economy of labor in binding. See prices of Pamphlet Binding on page 345. Quartos, octavos, and sixteens should always have preference over other forms for greater cheapness in folding. The expense of binding a 12° is about the same as that of a 16°, and a 24° is about the same price as a 32°.

The Half-sheet of 18° is an expensive and objectionable form to both printer and binder, and should be used only when no other form will serve.

The size 24° and 32° in one signature, should be used only for very thin papers, and not even then if margins are small and nice exactness in trimming is required. When it is necessary to print a large sheet with many small pages, the pages should be so imposed that the sheet can be divided in sections of 12 or 16 pages. For example: A 32° should make two signatures or sections of 16; a 48°, three sections of 16; a 36°, three sections of 12, etc. It should be observed that the prices of binding are for signatures or sections, and not for sheets. It is more economical to put many pages in a section, but the Pamphlet is never so well bound or trimmed as with fewer sections.

When an edition of Pamphlets is very large, and the pages over-run a full form, and it is not practicable to use larger paper, it is often necessary to duplicate the over-run pages, to save presswork. For example: On an order of 20,000 Pamphlets, of 20 pages of Medium 8°, it is possible to print but 16 pages on one form. At the usual prices of common presswork, the printing of 20,000 copies of 16 pages Double Medium would be $40.00; the printing of 4 pages of same size and number, would be (rated as Flat Cap) $30.00. But if the small form of 4 pages were duplicated by electrotyping, at a probable expense of $6.00, the amount of presswork would be diminished one-half: there would be 40 tokens at 40 cents per token, $16.00, which, added to the cost of the electrotypes, would be $22.00, or $8.00 less than by the previous method.

## COMPOSITION OF PAMPHLETS.

When the measurement of a Plain Pamphlet, without rule border or other extra work, exceeds 50,000 ems, the prices of composition may be at the same rate per 1000 ems as that of ordinary Book work: 85 cents for Reprint and 90 cents for Manuscript. For a smaller amount of matter, the rate should be $1.00 per 1000 ems for both Manuscript and Reprint. Small quantities of Pearl at $1.25, and of Diamond at $1.50 per 1000 ems. See Product of Labor on page 59.

These prices are only for the sizes between and including Agate and Small Pica. Pica and larger sizes, when measured, as well as Pearl and Diamond, when in large quantities, should be at the regular rates of Book work. See pages 49 and 61.

RULE BORDERED PAGES, for Flat Cap octavo and smaller sizes, should be an extra charge of 25 cents per page; if specially cut to order, of unusual size, not less than 50 cents per page; if cut from a nearly useless face, and to useless length, charge half or all the cost of rule, as may be expedient. Rules for larger pages, at special extra price.

PAGES OF LESS THAN 1000 EMS should be rated at $1.10 per 1000 ems; of less than 500 ems, at $1.20 per 1000 ems. This advanced rate cannot be considered as an established price. Much of this work is done at the uniform rate of $1.00 per 1000 ems, but it is done at actual cost or at loss.

COMPOSITION IN HAIR LINE, SCRIPT, BLACK LETTER, or other fragile type that costs more and wears out sooner than ordinary Roman, should be $1.50 per 1000 ems.

COMPOSITION IN CELTIC, EXPANDED, OLD-STYLE ITALIC, and similar faces, of greater durability and sometimes of less cost than Script, may be rated at $1.25 per 1000 ems.

ALTERATIONS FROM COPY. When a compositor is employed for an entire day or more on alterations, the charge should be 60 cents per hour; for a shorter period, 75 cents per hour. For night work, $1.00 @ $1.50 per hour. See page 54.

FOR LARGE EDITIONS, an extra rate will be required. See page 54.

ALL THE EXTRA CHARGES of Book work, for Foreign Languages, Table Work, etc. (see pages 49 to 68), are applicable to Pamphlets, with a leaning, however, to higher rates, inasmuch as the amount of composition is usually smaller, and the cost of labor is necessarily greater.

Most of the Pamphlet work given to Job offices imposes a greater amount of labor than is usual even with good Book work. The copy is too often badly written and badly arranged, and requires extra care on the part of both reader and compositor. The extra charges of Book work for justified wood cuts, rule borders, table work, profuse use of italic and small caps, are remunerative on a work of twenty forms or more, but are seldom so on a work of but one or two forms. The labor of making-up and imposition, is especially expensive on large forms of small pages. When it can be done, such work should be priced on time. This is seldom practicable. But all charges for alterations or extra work, should be carefully noted.

While it may sometimes be necessary to insist on more than ordinary rates for work of unusual trouble, there are cases in which it is necessary or judicious to depart from some traditional rules and rates of the trade. The classifications and prices of Table Work, and Rule and Figure Work, as given on pages 53 and 54, are notable illustrations. There are kinds of tabular work, rated by this rule at price-and-a-half and double-price, that can be done to profit at single-price. To insist on these higher prices would often prohibit the work. For this, and all other work of like nature, the only fair method of making price is, to compute the performance of the average workman, at established rates, and make price per page in accordance.

Illustrated Catalogues, even if largely interspersed with full-page engravings, will seldom be found any more profitable than the composition of ordinary solid text type. When many wood cuts are used on a page, and they are fairly squared and lined, the value of composition is always greater than that of solid text type.

The Blank Pages of a small-paged Catalogue, in which every alternate leaf is blank (except heading), should, as a rule, be rated at half the price of the text-type page. In a small 24°, or 32°, these pages may sometimes be done as low as 25 cents each. This should be the lowest rate. Nor can they be done at this reduced rate if compositors are paid by the 1000 ems.

## ELECTROTYPING OF PAMPHLETS.

Plates, without Blocking. Pamphlets of less than 16 pages octavo, or 24 pages duodecimo, should be measured as Brevier, at 50 cents per 1000 ems, unless the type used be smaller than Brevier, in which case the work should be charged according to its proper body. For larger quantities, use the regular rates of Book work: Pica, 70 cents per 1000 ems; Small Pica, 55 cents; Long Primer and Bourgeois, 50 cents; Brevier, and smaller type, 45 cents.

For Blocked Plates, see Electrotyping, on page 369. Under this heading must also be placed all type pages in which the value of the electrotyping, by measurement per 1000 ems, does not amount to $1 per page.

## HOW TO ESTIMATE COPY.

A printer is often required to estimate how many pages of type a package of manuscript copy will make. If the copy is written on paper of uniform size, of uniform feint lines, and in uniform penmanship, the making of an estimate, although somewhat tedious, is not at all difficult.

1 Select the size and face of type, the thickness of the lead (if any lead is wanted), and the dimensions of the page. Also find whether the work is to be set up close or open, as to chapter-headings and prefixes.

2 Ascertain, by actual count, the average number of words in a printed page of same size as the page selected. This can be done only by actual count of the words in some previously-printed page of same size and in same type.

3 Ascertain, by actual count, the number of words in a written page of the manuscript. Select for this purpose a fair average of the manuscript.

4 Multiply the number of written pages by the number of written words to the page. This will give the entire number of words in the copy.

5 Divide the result by the number of words in the printed page. This will give the number of solid or close pages.

6 For every chapter-heading, add one-third of a page. For every chapter-ending (if in open style), add one-half of a page. For every title, or dedication, etc., add one page. To this add blank pages, if any are wanted, on back of title or dedication, and at the beginning and end of the Pamphlet.

When preface, or introduction, or any other portion of a work, is set in larger or smaller type, a separate calculation for the altered size of type will be required, which calculation may be made by same process.

If many wood-cuts, tables, and a variety of small type, or a too-frequent repetition of one size of small type is required, or if the copy is written on sheets of different size, or in uneven handwriting, decline an exact estimate of the number of pages. Require the author to give the number of words in the manuscript, and upon his count make an estimate of the probable amount of pages, less the space occupied by wood cuts, tables, etc., of which it is seldom practicable to give an exact measure.

## HOW TO COMPUTE PAPER.

1 Ascertain how many pages the Pamphlet will make. Include the title, prefixes, and waste leaves, if any are wanted. Avoid the common error of novices, of confounding leaves and pages. Always reckon by pages.

2 Ascertain how many pages can be printed on both sides of the full sheet of paper that is selected for the work.

3 If the number of pages in the Pamphlet is less than the number of pages that may be printed on the whole sheet, find what fractional part of the whole sheet will be required for One Copy.

For example: If the Pamphlet makes 24 pages, and is to be printed on a sheet that will contain 32 pages, the Pamphlet is 24–32 or three-fourths of a whole sheet. If it makes but 12 pages, it is 12–32 or three-eighths of a sheet. If it makes 21, 22, or 23 pages, it must be rated as 24 pages. If it makes 9, 10, or 11 pages, it must be rated as 12 pages. No form of any practical service can be imposed, or printed, or bound, that is not an even multiple of Four. All fractions of sheets must consequently be even quotients of Four.

4 Multiply the number of copies wanted by this fraction of a sheet, (example: $1000 \times \frac{3}{4} = 750$), which will give the exact number of sheets, without allowance for waste.

5 Ascertain the value of the paper per ream.

6 Consult Fractional Sizes of Paper, on pages 42–45. Find the price per ream. On the same line, will be found the price for 1000 full sheets, or whole sheets. Multiply the number of sheets required by the price per 1000 full sheets, and the result will be the price sought. By omitting the last cipher or figure in the price given for 1000 full sheets, the abbreviated figures can be used as the price for 100 sheets.

7 If the Pamphlet contains more pages than can be printed on one sheet, divide the number of pages in the Pamphlet by the number of pages on the sheet.

Example: How much Paper is required for 1000 Pamphlets of 108 pages medium octavo, to be printed on a sheet 24 × 38 inches? This sheet will contain, on both sides, 32 pages. We divide 108 by 32, which gives 3 and 12-32, which is the exact number of sheets required for One Copy of each Pamphlet. We next multiply the whole number of copies (1000) by the paper required for a single copy (3⅜), which gives 3375, the exact number without waste. Having found the price per ream, we multiply it by the price per 1000 full sheets, as laid down in Fractional Sizes of Paper, which gives the value of the paper.

The novice is warned against calculating the entire amount of paper required for a Pamphlet or Book from the amount allotted to single forms. By this method, the allowance for waste paper is usually overlooked. If the forms are printed on half or quarter sheets, or in two or three sections, or with uneven sections, as is sometimes the case, a calculation by forms becomes complicated, and is liable to be incorrect. The safest way for a novice is, to calculate the exact amount of paper required for One full Copy. This done, it is a very simple matter to find the amount required for 100 copies, or any other quantity. By using Fractional Sizes of Paper to find the price, the amount required for waste is not overlooked.

## ALLOWANCE FOR WASTE.

When paper is furnished by a publisher or customer, make the following allowance for waste: For ordinary book work, upon an edition of 1000 or less, add 5 per cent. to the exact number of sheets required; for editions of 2000, add 4 per cent.; for editions of 5000 and over, add 2½ per cent., which should be the least allowance for any quantity. For Red ink border lines, and for all work in colors, the allowance should be doubled, as such work, passing twice or more through press, has twice the liability to waste.

## PRESSWORK OF PAMPHLETS.

The quality of Pamphlet Presswork is variable. For some kinds, workmanship inferior to that of common Newspapers is at times acceptable. Other kinds require and receive all the care of the best Book work. Four graduations of quality and price can be clearly defined:

1 MEDICINE PAMPHLETS, from stereotype plates, or from old type, on the cheapest News paper, roughly made-ready, not pointed or dry-pressed, with Black Ink at 25 cents per pound.

2 COMMON PAMPHLETS, from type or plates, printed dry on fair Book paper, fairly made-ready so as not to require dry-pressing, not pointed, with Black Ink at 50 cents per pound.

3 FINE PAMPHLETS, mostly from good type, on Sized and Calendered paper, damp or dry, carefully made-ready, pointed, dry-pressed in lifts, with Black Ink at 75 cents to $1.00 per pound.

4 EXTRA PAMPHLET PRESSWORK. Under this heading may be included all work done from new type, on finest Sized and Calendered or Plate papers, always dry, very carefully made-ready, pointed, dry-pressed in single sheets, with Black Ink costing $2.00 to $3.00 per pound.

FINE WOOD-CUT PRESSWORK could make another graduation of quality, but the prices for this class will be better determined by the time spent in making-ready, and by the quality and amount of Ink used.

## Medicine Pamphlets.

From Stereotype Plates, or Old Type, not dry-pressed, Black Ink at cents per lb.
Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $ | $ | $ | $ | $ | $ | $ |
| 500 " .. | | | | | | | |
| 1000 " .. | | | | | | | |
| 2000 " .. | | | | | | | |
| 3000 " .. | | | | | | | |
| 5000 " .. | | | | | | | |
| 10,000 " .. | | | | | | | |
| Over 10,000 | | | | | | | |

For two or more forms, use the rates for Book Presswork, on a following page.

## Common Pamphlets.

Type Forms, Black Ink at cents per pound. Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $ | $ | $ | $ | $ | $ | $ |
| 500 " .. | | | | | | | |
| 1000 " .. | | | | | | | |
| 2000 " .. | | | | | | | |
| 3000 " .. | | | | | | | |
| 5000 " .. | | | | | | | |
| 10,000 " .. | | | | | | | |
| Over 10,000 | | | | | | | |

## Fine Pamphlets.

Dry-pressed. Black Ink at cents @ $ per lb. Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $ | $ | $ | $ | $ | $ | $ |
| 500 " .. | | | | | | | |
| 1000 " .. | | | | | | | |
| 2000 " .. | | | | | | | |
| 3000 " .. | | | | | | | |
| 5000 " .. | | | | | | | |
| 10,000 " .. | | | | | | | |
| Over 10,000 | | | | | | | |

## Medicine Pamphlets.

From Stereotype Plates, or Old Type, not dry-pressed, Black Ink at 25 cents per ℔. Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $1.00 | $1.00 | $1.25 | $1.25 | $1.50 | $1.50 | $2.00 |
| 500 " .. | .75 | .75 | 1.00 | 1.00 | 1.25 | 1.25 | 1.50 |
| 1000 " .. | .60 | .67 | .75 | .90 | 1.00 | 1.00 | 1.25 |
| 2000 " .. | .50 | .50 | .60 | .75 | .80 | .90 | 1.10 |
| 3000 " .. | .50 | .50 | .60 | .60 | .70 | .80 | 1.00 |
| 5000 " .. | .40 | .40 | .50 | .50 | .60 | .65 | .90 |
| 10,000 " .. | .40 | .40 | .40 | .50 | .50 | .55 | .75 |
| Over 10,000 | .37½ | .40 | .40 | .45 | .45 | .50 | .62 |

For two or more forms, use the rates for Book Presswork, on a following page.

## Common Pamphlets.

Type Forms, Black Ink at 50 cents per pound. Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $1.25 | $1.50 | $1.75 | $2.00 | $2.25 | $2.50 | $3.00 |
| 500 " .. | .90 | 1.00 | 1.25 | 1.25 | 1.50 | 1.75 | 2.00 |
| 1000 " .. | .75 | .75 | .90 | 1.00 | 1.25 | 1.50 | 1.75 |
| 2000 " .. | .62 | .75 | .75 | .80 | .90 | 1.00 | 1.50 |
| 3000 " .. | .50 | .60 | .62 | .70 | .75 | .90 | 1.25 |
| 5000 " .. | .50 | .50 | .60 | .60 | .65 | .75 | 1.00 |
| 10,000 " .. | .50 | .50 | .50 | .50 | .60 | .65 | .90 |
| Over 10,000 | .40 | .40 | .45 | .50 | .55 | .60 | .75 |

## Fine Pamphlets.

Dry-pressed. Black Ink at 75 cents @ $1.00 per ℔. Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $2.00 | $2.00 | $2.50 | $2.75 | $3.00 | $4.00 | $5.00 |
| 500 " .. | 1.25 | 1.50 | 1.75 | 2.00 | 2.00 | 2.50 | 3.50 |
| 1000 " .. | 1.00 | 1.25 | 1.25 | 1.50 | 1.50 | 1.75 | 2.50 |
| 2000 " .. | .90 | 1.00 | 1.00 | 1.00 | 1.15 | 1.25 | 1.75 |
| 3000 " .. | .80 | .90 | .90 | .90 | 1.00 | 1.10 | 1.25 |
| 5000 " .. | .70 | .80 | .80 | .80 | .90 | 1.00 | 1.10 |
| 10,000 " .. | .60 | .70 | .75 | .80 | .80 | .90 | 1.00 |
| Over 10,000 | .50 | .60 | .70 | .75 | .75 | .85 | 1.00 |

## Extra Pamphlets.

New Type, Black Ink at $ @ $ per pound. Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $ | $ | $ | $ | $ | $ | $ |
| 500 " .. | | | | | | | |
| 1000 " .. | | | | | | | |
| 2000 " .. | | | | | | | |
| 3000 " .. | | | | | | | |
| 5000 " .. | | | | | | | |

## Extra Pamphlets.

New Type, Black Ink at $2.00 @ $3.00 per pound. Per token of 250 impressions.

| Edition. | Flat Cap, 14 × 17 | Folio Post, 17 × 22 | Medium, 19 × 24 | Super Royal, 22 × 28 | Double Medium, 24 × 38 | Double Royal, 28 × 42 | Double Imperial, 33 × 46 |
|---|---|---|---|---|---|---|---|
| 250 Per Token. | $2.50 | $3.00 | $3.50 | $3.50 | $4.00 | $5.00 | $6.00 |
| 500 " .. | 1.75 | 2.00 | 2.25 | 2.50 | 2.75 | 3.25 | 4.00 |
| 1000 " .. | 1.25 | 1.50 | 1.50 | 1.75 | 2.00 | 2.50 | 3.00 |
| 2000 " .. | 1.00 | 1.25 | 1.25 | 1.50 | 1.75 | 2.00 | 2.50 |
| 3000 " .. | .90 | 1.00 | 1.15 | 1.25 | 1.40 | 1.60 | 2.00 |
| 5000 " .. | .90 | .90 | 1.00 | 1.10 | 1.20 | 1.40 | 1.60 |

All kinds of Book and Pamphlet Presswork are computed by Tokens, instead of Thousands. Prices are consequently made for Tokens only. The Token as here used, is 250 impressions, or any fraction thereof: 300 are 2 tokens; 500 are 2 tokens; 600 are 3 tokens, etc. To find the price per 1000, multiply the token price by 4.

The prices made for Flat Cap, Folio Post and Medium will serve for fractions of larger sheets of approximate size.

These prices include only the ordinary allowance for color. When the value of the ink used per token is more than ten per cent. of the price, the excess should be charged.

## WOOD-CUT PRESSWORK.

Prices for this class of work should be largely controlled by the quality of the engraving. The variety of merit in engravings on wood, and their comparative difficulty to a pressman, are very great. It is possible, however, to define three prominent representative styles that require three different tables of prices for presswork.

1 MECHANICAL ENGRAVINGS in simple perspective, cut with bold contrasts of color, and easily distinguished graduations of light and shade. This is the simplest class of work for a pressman; he is seldom at fault in cutting-out overlays, and the work does not require much making-ready.

2 BUILDINGS, OR FINE OR COMPLEX MACHINERY. This kind of engraving is usually full of broken lights, and of many graduations of shade. It requires more time to cut a fair overlay, and requires more judgment on the part of the cutter. Properly printed, it should have better paper and better ink than the preceding.

3 FINE PORTRAIT, OR LANDSCAPE, OR BOOK ILLUSTRATIONS, with distant perspective, engraved with great delicacy of outline and with a nice modulation of lights and shades. This is most difficult of all. It is not uncommon for an expert workman to spend two or three days, and sometimes more, in making-ready a form of this class of work. To print it finely on a power press, it may be necessary to run the press at a speed of 300 or 400 per hour. Ink that costs $2.00 to $5.00 per pound must be used, and every sheet must be separately interleaved and dry-pressed.

Where it is judicious to use one hour in making-ready a Mechanical Cut, two will be required for a Fine Building, and four and more will be needed for a Landscape. It is optional with the printer to spend much or little

time on the making-ready. He must be guided rather more by the wishes of the customer as to expense, than by the desires of the engraver.

The proper method of pricing a form of Wood-cut work is to allow a certain time—all that the customer is willing to pay for—for the making-ready of the Wood cut. This should be a specific charge. It will vary from $1.00 on a small cut to $30.00, or more on a large form of fine cuts.

The beauty of Wood-cut work depends rather more upon the skillful cutting of overlays than upon any subsequent labor. Upon a cut so treated, the merit of the work will be apparent, even when it is printed with ordinary ink on ordinary paper. The Presswork of a cut well made-ready may be rated as that of Newspaper work, or as Common, or Fine, or Extra Pamphlet Presswork, or still higher, if the finest work is required. Prices for varying numbers of each class will be found on pages 325 and 327. When no specific directions are given, the quality of ink and paper used are fair guides to the selection of the proper class of prices to which the work should belong. By this method the rate per token can be varied to meet the requirements of the work or the wishes of the customer. It may be, without making-ready, but 50 cents per token for a long edition of an ordinary pamphlet; it may be $5.00 for a short edition of the finest work.

Electrotypes of coarse diagrams of common articles or of rough machinery, that have been cut on bay mahogany or maple, make but little more difficulty than ordinary type. For such engravings, it is not always necessary to raise the price of the presswork, for they require no extra care in making-ready, no finer or blacker ink, and no slower speed than is given to plain type forms.

Cut work on machine presses should not be done from the wood. When the blocks are small, they give great trouble to the compositor in justifying; when they are large, they are liable to warp or break on press. All detentions of press from the warping of Wood-cuts, unless caused by neglect of pressman, should be charged.

The Quality of Ink selected makes great difference in the appearance of Wood-cut presswork. Inks at $1.00 and $2.00 per pound, skillfully used, will produce a very decided improvement in general effect over cheaper qualities. For the finest work, it is not enough that Ink should be black; it must shine; it must dry with gloss. Such inks cost from $2.00 to $5.00 per pound, and must be used in quantity to produce vigor and intensity of color. The amount and value of ink consumed for fine Wood-cut work is seldom adequately considered. See Inks.

No distinction should be made in the price of small editions between fine Wood-cut work when printed on hand or machine presses. There is seldom any difference in cost. When long editions are done on hand press they should be rated on time only.

## PRESSWORK OF BORDER LINES IN COLORS.

Prices for this class of work should in a great degree be graduated by the quality and price of the Black. A common Pamphlet will not require so fine a quality of ink, nor as careful making-ready as an extra Pamphlet. The

## Presswork of Flat Border Lines in Bright Color.

Flat Border Line not more than a Pearl thick. Per token of 250 impressions.

| Color of Ink. Number of Impressions. | Flat Cap, 14 × 17. 8 pages. | Folio Post, 17 × 22. 8 pages. | Medium, 19 × 24. 8 pages. | Super Royal, 22 × 28. 12 pages. | Double Medium, 24 × 38. 16 pages. |
|---|---|---|---|---|---|
| Ultram. Blue..1000, per Token.. | $ | $ | $ | $ | $ |
| 2500 " .. | | | | | |
| 5000 " .. | | | | | |
| Verm. Red...1000 " .. | | | | | |
| 2500 " .. | | | | | |
| 5000 " .. | | | | | |
| Lake Red....1000 " .. | | | | | |
| 2500 " . | | | | | |
| 5000 " .. | | | | | |
| Carmine.....1000 " .. | | | | | |
| 2500 " .. | | | | | |
| 5000 " .. | | | | | |
| Gold Bronze..1000 " .. | | | | | |
| 2500 " .. | | | | | |
| 5000 " .. | | | | | |

prices of the following table are for Fine Pamphlets. Common Pamphlets may be taken at lower, and Extra-fine Pamphlets should be at higher rates.

**Presswork of Flat Border Lines in Bright Color.**

Flat Border Line not more than a Pearl thick. Per token of 250 impressions.

| Color of Ink. Number of Impressions. | Flat Cap, 14 × 17. 8 pages. | Folio Post, 17 × 22. 8 pages. | Medium, 19 × 24. 8 pages. | Super Royal, 22 × 28. 12 pages. | Double Medium, 24 × 38. 16 pages. |
|---|---|---|---|---|---|
| Ultram. Blue..1000, per Token.. | $1.50 | $1.75 | $2.00 | $2.00 | $2.50 |
| 2500 " .. | 1.25 | 1.25 | 1.50 | 1.50 | 1.75 |
| 5000 " .. | 1.00 | 1.00 | 1.25 | 1.25 | 1.50 |
| Verm. Red...1000 " .. | 1.50 | 1.75 | 2.25 | 2.50 | 3.00 |
| 2500 " .. | 1.25 | 1.25 | 1.50 | 1.75 | 2.00 |
| 5000 " .. | 1.00 | 1.00 | 1.25 | 1.50 | 1.50 |
| Lake Red....1000 " .. | 2.00 | 2.50 | 3.00 | 3.50 | 4.00 |
| 2500 " .. | 1.50 | 1.50 | 1.75 | 2.00 | 2.50 |
| 5000 " .. | 1.00 | 1.00 | 1.25 | 1.50 | 1.75 |
| Carmine .....1000 " .. | 3.00 | 3.50 | 4.00 | 4.50 | 5.00 |
| 2500 " .. | 1.75 | 2.00 | 2.50 | 3.00 | 3.50 |
| 5000 " .. | 1.25 | 1.25 | 1.50 | 1.75 | 2.00 |
| Gold Bronze..1000 " .. | 3.00 | 3.50 | 4.00 | 4.50 | 5.00 |
| 2500 " .. | 2.50 | 2.50 | 3.00 | 3.50 | 4.50 |
| 5000 " .. | 2.25 | 2.25 | 2.50 | 3.00 | 4.00 |

If Initial Letters or Displayed Lines of Type are printed with the border lines, an extra charge should be made for time spent in securing register.

Brass Rule a Pearl wide is a favorite thickness. It is bold enough to suit most work. Thicker rules will require more color and higher price. An alteration in prices may also be required when there are more pages in the form than are allotted by the headings.

The amount of Color consumed on Border lines of this thickness is not large, and the difference in price between cheap and fine colors is rather less than on most other kinds of work. On orders of 10,000 impressions, the difference in cost of color between Ultramarine the cheapest, and Carmine the dearest of the bright colors, is but trivial. On an order of 1000, the difference in cost between these colors is decided, and is caused by the greater waste of ink on the finer color. In printing 10,000 impressions of a sheet of medium octavo, the value of Ultramarine (at $2.50) as ordinarily used, would probably not exceed $7.50, or 75 cents per 1000 impressions. For 10,000 impressions in Carmine (at $15.00) on same form, the value of the Carmine used, would probably be $15.00, or $1.50 per 1000 impressions. It would take about three pounds of Ultramarine to do the same work that is done by one pound of Carmine. The superior extending capacity of Carmine makes it in practice but twice as expensive as the Ultramarine, although in bulk it costs six times as much. But this superior extending capacity is of little value on a short order. If the order were for 1000 impressions only, the value of the two colors, including waste as well as use, would be for this 1000: Ultramarine $2.00; Carmine $6.50. A certain quantity being required to cover the rollers and charge the fountain, the more concentrated color would waste in greater proportion than the weaker. It is this unavoidable waste that makes short orders so expensive. Orders of less than 1000 impressions will cost nearly as much for color as 1000 impressions.

## VALUE OF COVER PAPER PER 1000 COPIES.

| Price Per Ream. | Sizes and Qualities. | 8vo. Four to Sheet. | 12mo. Six to Sheet. | 18mo. Nine to Sheet. |
|---|---|---|---|---|
| | MEDIUM, 19 × 24 inches. | | | |
| | 24 lb Colored News stock .... | | | |
| | ROYAL, 20 × 25 inches. | | | |
| | 35 lb Colored News stock .... | | | |
| | 40 lb Colored News stock .... | | | |
| | 24 lb Col'd Glazed Book, com. | | | |
| | 24 lb Col'd Glazed Book, fine.. | | | |
| | 35 lb Col'd Glazed Book, com. | | | |
| | 35 lb Col'd Glazed Book, fine.. | | | |
| | 40 lb Tinted Plate..... | | | |
| | ROYAL, 20 × 24 inches. | | | |
| | Thin Plated or Enam., com. cols | | | |
| | Thicker " " fine colors | | | |
| | Ultramarine, thin..... | | | |
| | Steel Blue, of fair quality..... | | | |
| | Extra thick Enamelled..... | | | |
| | SUPER ROYAL, 22 × 28 inches. | | | |
| | 35 lb Colored News stock .... | | | |
| | 50 lb Colored News stock .... | | | |
| | 30 lb Col'd Glazed Book stock. | | | |
| | 40 lb Col'd Glazed Book stock. | | | |
| | 50 lb Col'd Glazed Book stock. | | | |
| | Extra-thick Enamelled..... | | | |
| | DOUBLE CAP, 17 × 28 inches. | | | |
| | 35 lb Colored News stock .... | | | |
| | 40 lb Colored Book stock..... | | | |

# PAMPHLET COVERS.

**Medium,** 19 × 24 inches, and **Royal,** 20 × 25 inches, are more used than any other shapes.

Double Cap, 17 × 28 inches, and Super Royal, 22 × 28 inches, are often of service. The best assortment of colors on fine papers may be had of the size 20 × 24 inches. See Papers, pages 23 and 24.

## VALUE OF COVER PAPER PER 1000 COPIES.

| Price Per Ream. | Sizes and Qualities. | 8vo. Four to Sheet. | 12mo. Six to Sheet. | 18mo. Nine to Sheet. |
|---|---|---|---|---|
| | Medium, 19 × 24 inches. | 9½ × 12 | 8 × 9½ | 6⅓ × 8 |
| $4.75 | 24 lb Colored News stock .... | $2.60 | $1.75 | $1.20 |
| | Royal, 20 × 25 inches. | 10 × 12½ | 8⅓ × 10 | 6⅔ × 8⅓ |
| 7.00 | 35 lb Colored News stock .... | $3.85 | $2.56 | $1.70 |
| 8.00 | 40 lb Colored News stock .... | 4.40 | 2.93 | 1.95 |
| 5.25 | 24 lb Col'd Glazed Book, com. | 2.90 | 1.93 | 1.28 |
| 6.50 | 24 lb Col'd Glazed Book, fine.. | 3.60 | 2.40 | 1.60 |
| 8.25 | 35 lb Col'd Glazed Book, com. | 4.54 | 3.03 | 2.01 |
| 9.60 | 35 lb Col'd Glazed Book, fine.. | 5.25 | 3.50 | 2.32 |
| 11.00 | 40 lb Tinted Plate..... | 6.05 | 4.03 | 2.68 |
| | Royal, 20 × 24 inches. | 10 × 12 | 8 × 10 | 6⅔ × 8 |
| 10.00 | Thin Plated or Enam., com. cols | $5.50 | $3.66 | $2.44 |
| 15.00 | Thicker " " fine colors | 8.25 | 5.50 | 3.65 |
| 12.00 | Ultramarine, thin..... | 6.60 | 4.40 | 2.93 |
| 18.00 | Steel Blue, of fair quality..... | 9.90 | 6.60 | 4.40 |
| 22.00 | Extra thick Enamelled..... | 12.10 | 8.07 | 5.38 |
| | Super Royal, 22 × 28 inches. | 11 × 14 | 9⅓ × 11 | 7⅓ × 9⅓ |
| 7.00 | 35 lb Colored News stock .... | $3.85 | $2.56 | $1.70 |
| 10.00 | 50 lb Colored News stock .... | 5.50 | 3.66 | 2.44 |
| 8.25 | 30 lb Col'd Glazed Book stock. | 4.54 | 3.03 | 2.01 |
| 11.00 | 40 lb Col'd Glazed Book stock. | 6.05 | 4.03 | 2.68 |
| 13.75 | 50 lb Col'd Glazed Book stock. | 7.56 | 5.04 | 3.36 |
| 25.00 | Extra-thick Enamelled..... | 13.75 | 9.17 | 6.11 |
| | Double Cap, 17 × 28 inches. | 8½ × 14 | 9⅓ × 8⅓ | 5⅔ × 9½ |
| 7.00 | 35 lb Colored News stock .... | $3.85 | $2.56 | 1.70 |
| 8.00 | 40 lb Colored Book stock..... | 4.40 | 2.93 | 1.95 |

For Quarto Covers, double the price for Octavo; for Sixteen-mo., half the price of Octavo; for Twenty-four-mo., half the price of Twelve-mo.

## Prices of Blocked Electrotypes.

| Size. | Inches. | Price. |
|---|---|---|
| Medium Folio... | 10½ × 17 | ..$ |
| Demy Folio..... | 9¼ × 14½ | |
| Cap Folio..... | 7½ × 12½ | |
| Medium Quarto. | 8½ × 10½ | |
| Demy Quarto... | 7 × 9¼ | |
| Cap Quarto..... | 6 × 7¼ | |
| Royal Octavo... | 6¼ × 10 | .. |

| Size. | Inches. | Price. |
|---|---|---|
| Medium Octavo.. | 5¼ × 8½ | ...$ |
| Demy Octavo.... | 4½ × 7 | .. |
| Cap Octavo..... | 3½ × 6 | .. |
| Medium 12mo.... | 4 × 7 | .. |
| Medium 18mo.... | 3⅛ × 5½ | .. |
| Medium 24mo.... | 3⅛ × 4 | .. |
| Medium 32mo.... | 2¼ × 4 | .. |

## COMPOSITION OF PAMPHLET COVERS.

ORDINARY PAMPHLET COVER TITLES, made-up from the inner title with addition of a border line, should be charged at same rate as a page of the text. See Measurements of Pages, pages 314 to 316.

ORNAMENTED PAMPHLET COVER TITLES, with large initial letters, with two or more parallel rule borders, or with combination border and corners, should be double the price of a page of the text.

A Pamphlet Cover Title is or should be much larger than the page of text, and by measurement is worth about one-fourth more. When great care is taken with the composition, and curved lines, or combination borders are used, the work should be rated by time at 75 cents per hour, or it may be priced as a Show Card. See page 237.

Every other page of the Cover should be separately measured by the body of the type in which it is set, and charged at the same rate per 1000 ems as the text. Blank pages are not charged; but any page, with rule border, even if of little matter, should be at the price of the text page.

## ELECTROTYPING PAMPHLET COVERS.

When the Cover pages are of the same size as the text pages, and both are done together, the Electrotyping may be cast up at the same rate per page. See Measurements on pages 314 to 316.

When the page is a larger size than the text page, or is done at different time, the Electrotyping should be measured as Brevier, and priced at the rate of 50 cents per 1000 ems.

These are prices for Plates not blocked. When Patent Blocks cannot be used, the pages should be cast up at the regular rates of Electrotyping, as laid down on page 369. The following sizes are priced by these rates:

### Prices of Blocked Electrotypes.

| Size. | Inches. | Price. | Size. | Inches. | Price. |
|---|---|---|---|---|---|
| Medium Folio | 10½ × 17 | $10.68 | Medium Octavo | 5¼ × 8½ | $2.67 |
| Demy Folio | 9¼ × 14½ | 7.44 | Demy Octavo | 4½ × 7 | 1.65 |
| Cap Folio | 7½ × 12½ | 5.62 | Cap Octavo | 3½ × 6 | 1.35 |
| Medium Quarto | 8½ × 10½ | 5.40 | Medium 12mo | 4 × 7 | 1.68 |
| Demy Quarto | 7 × 9¼ | 3.88 | Medium 18mo | 3⅛ × 5½ | 1.15 |
| Cap Quarto | 6 × 7¼ | 2.50 | Medium 24mo | 3⅛ × 4 | 1.00 |
| Royal Octavo | 6¼ × 10 | 3.75 | Medium 32mo | 2¼ × 4 | .80 |

## PRESSWORK OF PAMPHLET COVERS.

Pamphlet Covers are printed on many kinds of paper, and in many styles. Covers on Plain Colored News paper seldom require more care than an ordinary Handbill; those printed on fine Enamelled or Super-calendered papers must be rated at the prices of fine job work; those that are Illuminated, or printed in many colors from engraved blocks, should be rated at the prices of the finest Labels or Show Cards. To suit the varied requirements, it will be necessary to use three distinct sets of prices.

The Prices of Presswork should be further classified by the size of the sheet upon which the Cover or Covers are printed. When an edition is large, the presswork is made too expensive if the work is done on a form of but one Cover. It is often necessary to duplicate the Cover either by re-composition or by electrotyping, and it is sometimes judicious to fill a large sheet with plates. The Full Sheet, Half Sheet, and Quarter Sheet of Medium or Royal should each have a distinct price.

## Common Covers on Common Paper.

| Sizes and Colors. | 100 impress. | 250 impress. | 500 impress. | 1000 impress. | 5000 per 1000. | 10,000 per 1000. |
|---|---|---|---|---|---|---|
| 11 × 14..Black.... | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Two Colors | | | | | | |
| 14 × 22..Black.... | | | | | | |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Two Colors | | | | | | |
| 22 × 28..Black.... | | | | | | |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Two Colors | | | | | | |

The prices of the following tables are for Impressions. The impression may be on one Cover, or on two, or as many more as may be in the form.

As prices are made for Cover Paper by the 1000 Covers, the prices of Presswork will be by the 1000.

When two or more Covers are printed together, the price per 1000 Covers may be ascertained by dividing the price per 1000 impressions by the number of Covers in the form.

The prices of Common Covers on Common Paper may be used for Covers printed on both sides. If the two sides are printed by separate impressions, the price should be doubled. This, however, is an unusual method of printing. Most Covers of four pages are printed in one form by one impression.

The graduation of the prices of presswork by the size of the sheet will require, in most cases, a higher price for a Cover of four pages than one of two pages. A Medium Octavo Cover of two pages can be printed on a sheet 9 × 12½ inches under the first classification of prices at $2.00 per 1000; but if it is printed with four pages, the size of sheet will have to be 12 × 19 inches, and the price should be that of the second classification, $3.00 per 1000.

## Common Covers on Common Paper.

| Sizes and Colors. | 100 impress. | 250 impress. | 500 impress. | 1000 impress. | 5000 per 1000. | 10,000 per 1000. |
|---|---|---|---|---|---|---|
| 11 × 14..Black.... | $ .60 | $ .90 | $1.25 | $2.00 | $1.75 | $1.50 |
| Blue..... | 1.00 | 1.40 | 2.00 | 3.00 | 2.50 | 2.50 |
| Red..... | 1.00 | 1.60 | 2.50 | 4.00 | 3.00 | 3.00 |
| Two Colors | 2.00 | 2.75 | 3.50 | 5.00 | 4.00 | 4.00 |
| 14 × 22..Black.... | .75 | 1.25 | 2.00 | 3.00 | 2.00 | 2.00 |
| Blue..... | 1.25 | 1.75 | 3.00 | 4.50 | 4.00 | 3.50 |
| Red..... | 1.50 | 2.25 | 3.75 | 6.00 | 6.00 | 5.00 |
| Two Colors | 2.50 | 3.00 | 5.00 | 7.50 | 6.50 | 6.00 |
| 22 × 28..Black.... | 1.25 | 1.75 | 2.50 | 4.00 | 2.50 | 2.00 |
| Blue..... | 1.50 | 2.50 | 3.75 | 6.00 | 5.00 | 5.00 |
| Red..... | 2.00 | 3.50 | 5.00 | 8.00 | 7.00 | 7.00 |
| Two Colors | 3.00 | 4.50 | 6.00 | 10.00 | 9.00 | 8.00 |

The first classification of 11 × 14 inches will include all smaller sizes; 14 × 22 inches will include 14 × 17 or 17 × 22 inches and all smaller sizes; 22 × 28 inches will include 17 × 28 inches, and 19 × 24 inches, etc. Size 24 × 38 inches is sometimes used for large editions of Covers, but only for common work in Black Ink. Such a size may be rated at the same price as a similar sheet of Pamphlets. See page 325.

The Price for Two Colors is for ordinary work and color. It does not include the making-up of the color form, which is always an extra charge, to be priced only by the time consumed. If very exact register is demanded, if Red Ink is of superior quality, or if it is used in unusual quantity, the price for Red will not be sufficient.

**When to Duplicate Cover Pages or Plates.** For 3000 Covers or less of ordinary matter, it will be most economical to print from but one form of Cover or one set of plates. As most Pamphlets are not larger than octavo, the prices that will be most used will be found under the size 11 × 14 inches. If the edition exceeds 3000, it may be judicious to reset another form, or make a duplicate set of plates. If composition is light, it will be cheaper to re-set; if it is difficult, electrotyping is better. For 10,000 copies

## Fine Covers on Enamelled Paper.

| Sizes and Colors. | 100 impress. | 250 impress. | 500 impress. | 1000 impress. | 5000 per 1000. | 10,000 per 1000. |
|---|---|---|---|---|---|---|
| **11 × 14**..Black.... | $ | $ | $ | $ | $ | $ |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Gold..... | | | | | | |
| Two Colors | | | | | | |
| **14 × 22**..Black.... | | | | | | |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Gold..... | | | | | | |
| Two Colors | | | | | | |
| **22 × 28**..Black.... | | | | | | |
| Blue..... | | | | | | |
| Red..... | | | | | | |
| Gold..... | | | | | | |
| Two Colors | | | | | | |

two sets are enough; for 20,000 make three or four sets. The number of extra plates must also be governed by the size and fold of the sheet. The annexed table will show the greatest number of Covers that can be printed on each of the different fractions of a sheet.

| Sizes. | Full Sheet. | Half Sheet. | Third Sheet. | Quarter Sheet. | Sixth Sheet. |
|---|---|---|---|---|---|
| Folio | 1 | .. | .. | .. | .. |
| Quarto | 2 | 1 | .. | .. | .. |
| Octavo | 4 | 2 | .. | 1 | .. |
| Twelve mo | 6 | 3 | 2 | .. | 1 |
| Sixteen mo | 8 | 4 | .. | 2 | .. |
| Eighteen mo | 9 | .. | 3 | .. | .. |
| Twenty-four mo | 12 | 6 | 4 | 3 | 2 |
| Thirty-two mo | 16 | 8 | .. | 8 | .. |

As the price of presswork increases with the size of the sheet, it will not always cheapen the work to multiply duplicates. As a general rule, it is not expedient to duplicate Covers to such an extent as to make less than 3000 impressions. While the customer has a right to expect that the printer shall plan his work in an economical manner, it cannot be expected that he will make his charges for presswork an insignificant fraction of the prices paid for composition or stereotyping. Only the largest editions should be done on full sheets of Medium or Royal. Illuminated work will be better and more profitably done on half or quarter than on whole sheets.

**Fine Covers on Enamelled Paper.**

| Sizes and Colors. | 100 impress. | 250 impress. | 500 impress. | 1000 impress. | 5000 per 1000. | 10,000 per 1000. |
|---|---|---|---|---|---|---|
| 11 × 14..Black.... | $ .75 | $1.25 | $1.75 | $3.00 | $2.50 | $2.00 |
| Blue..... | 1.00 | 1.50 | 2.50 | 4.50 | 4.00 | 3.50 |
| Red..... | 1.25 | 2.00 | 3.50 | 6.00 | 5.00 | 4.50 |
| Gold..... | 1.50 | 3.75 | 5.50 | 10.00 | 9.00 | 8.00 |
| Two Colors | 3.00 | 3.75 | 5.00 | 8.50 | 8.00 | 7.50 |
| 14 × 22..Black.... | 1.00 | 1.75 | 2.50 | 4.00 | 3.00 | 2.50 |
| Blue..... | 1.25 | 2.50 | 3.75 | 6.00 | 5.00 | 4.50 |
| Red..... | 1.50 | 3.00 | 4.50 | 8.00 | 7.00 | 7.00 |
| Gold..... | 2.50 | 4.00 | 6.75 | 12.00 | 11.00 | 10.00 |
| Two Colors | 4.00 | 5.00 | 6.00 | 10.00 | 9.00 | 9.00 |
| 22 × 28..Black.... | 1.50 | 2.50 | 3.75 | 6.00 | 5.00 | 5.00 |
| Blue..... | 2.50 | 3.25 | 4.50 | 8.00 | 7.00 | 7.00 |
| Red..... | 3.00 | 4.00 | 7.00 | 12.00 | 11.00 | 10.00 |
| Gold..... | 4.00 | 5.00 | 8.00 | 14.00 | 13.00 | 12.00 |
| Two Colors | 5.00 | 6.00 | 9.00 | 15.00 | 14.00 | 14.00 |

**These prices are made for full forms, with advertisement on the last page, and for fine colors. If the form is very light, without advertising page, and consumes but little color, the prices for colors may be reduced. Again, if the form contains many bold engraved lines, or a solid border, the prices will not be enough for the increased use of color. For the average quality of fine work, the prices will be found correct. If three or more colors are used on a form entirely of type, without tint block or other engraving, the price of every added color should be rated at the price of Blue. An exception may be made if extra fine register is wanted.**

It is not usual for Enamelled Paper Covers to be printed upon both sides, as the printing on the back injures the appearance of the face. If printing on the back is required, such printing must be done by a separate impression, for each side of the paper has a different finish, and the face and back cannot be put in one form. For printing on the back make a separate price, and use the prices of Common Covers on Common Paper, page 337.

The Presswork of Enamelled Papers in Colored Inks, even when the amount of color used is apparently trivial, must be at much higher price than that of plain papers. Delay is often made by the peeling of the paper and clogging of type and rollers, and the refusal of the paper to take ink. But the greatest trouble will be found in the change made in color. A Yellow Paper will make fine pale Blue Ink appear of a dull Green tint; a Blue Paper will turn a Red Ink into a Brown; an ordinary Red paper will destroy the brightness of a Green Ink, etc. When such harsh contrasts of colors are selected, it will be exceedingly difficult to maintain purity of color.

Crimson Reds may be used on Straw and all shades of Yellow, on White, pale Buff, Lilac, and Reddish Purples, and on most pale colors that do not contain a predominant tone of Blue, Green, or Brown.

Deep Blues may be used on pale Straw (but not on deep shades of Yellow), and on pale Blue, Pink, Buff, Lilac, or Green.

Gold Bronze, on open work, is effective on White, but shows to best advantage on Steel Blue, Black, Cherry Red, or Ultramarine.

Gold Bronze. The prices given for Bronze work are for the average quantity and quality usual for this class of work. Light and open type work on the larger sized sheets only may be taken at less price; solid engraved work should be at much higher rates.

For some kinds of Enamelled Paper, these prices are insufficient, even when Gold Bronze is used in but small quantities. Rough Ultramarine, of such quality that the color on paper readily rubs off, and all rough-faced papers, like imitations of Morocco Leather, Moire-antique Silk, etc., give great trouble to pressmen. Work on such papers is always unsatisfactory. It is almost impracticable to maintain full color and sharp outline.

Wood Cuts carefully made-ready, should have this extra cost added, and if superior ink is used, the prices given for Blue should be used.

Covers Done from Stereotype Plates in large numbers may be done at ordinary book-work rates only when on plain paper.

Writing-book Covers on Cap sheets (14 × 17 inches), of plain paper, untrimmed, may be done at $1.50 per 1000 impressions, when furnished in large quantities.

| Sizes and Colors. | 100 impres. | 250 impres. | 500 impres. | 1000 impres. | 3000 per 1000. | 5000 per 1000 |
|---|---|---|---|---|---|---|
| 11 × 14..Flat Tint, any color... | $ | $ | $ | $ | $ | $ |
| Tint and Black..... | | | | | | |
| Tint, Blue and Red... | | | | | | |
| Tint and Three Colors. | | | | | | |
| Five Colors..... | | | | | | |
| Six Colors..... | | | | | | |
| 14 × 22..Flat Tint, any color... | | | | | | |
| Tint and Black..... | | | | | | |
| Tint, Blue and Red... | | | | | | |
| Tint and Three Colors. | | | | | | |
| Five Colors..... | | | | | | |
| Six Colors..... | | | | | | |
| 22 × 28..Flat Tint, any color... | | | | | | |
| Tint and Black..... | | | | | | |
| Tint, Blue and Red... | | | | | | |
| Tint and Three Colors. | | | | | | |
| Five Colors..... | | | | | | |
| Six Colors..... | | | | | | |

## Illuminated Covers from Engraved Blocks.

These are Covers that are printed from flat tint plates, or in two or more bright and overlapping colors. The plates are duplicated electrotypes of engravings on wood, in different suites of blocks for each color. Bright colors and exact register are indispensable. Prices are for Perfect Impressions on all the colors.

The Value of the Engraving required for Pamphlet Covers of this class is too variable to be priced, even by approximation. The beauty of the work will depend more upon the taste and knowledge of the designer of the color-blocks, than upon the skill of the pressman. There are but few experts in this branch of decorative engraving. An able artist, who thoroughly understands the nature of the limited colors a printer is obliged to use, and who can foresee the result that will be produced by cross-hatched and flat engraving on overlapping or trapped colors, will produce more effective work in three colors, than a more careful and painstaking engraver, inexperienced in the dissection of color, could do with six colors.

| Sizes and Colors. | 100 impres. | 250 impres. | 500 impres. | 1000 impres. | 3000 per 1000. | 5000 per 1000. |
|---|---|---|---|---|---|---|
| 11 × 14..Flat Tint, any color... | $2.00 | $2.50 | $4.00 | $6.00 | $5.50 | $5.00 |
| Tint and Black..... | 3.00 | 4.50 | 6.00 | 10.00 | 9.00 | 8.00 |
| Tint, Blue and Red.... | 4.00 | 6.00 | 9.00 | 15.00 | 14.00 | 13.00 |
| Tint and Three Colors. | 5.00 | 7.50 | 12.00 | 20.00 | 19.00 | 18.00 |
| Five Colors..... | 6.00 | 10.00 | 15.00 | 25.00 | 24.00 | 22.50 |
| Six Colors..... | 7.00 | 12.00 | 18.00 | 30.00 | 29.00 | 28.00 |
| 14 × 22..Flat Tint, any color... | 3.00 | 3.50 | 5.00 | 8.00 | 7.50 | 7.50 |
| Tint and Black..... | 4.50 | 6.00 | 8.00 | 14.00 | 13.00 | 12.50 |
| Tint, Blue and Red... | 6.00 | 8.00 | 12.00 | 20.00 | 19.00 | 18.00 |
| Tint and Three Colors. | 8.00 | 10.00 | 14.00 | 26.00 | 25.00 | 24.00 |
| Five Colors..... | 10.00 | 12.50 | 18.00 | 32.00 | 31.00 | 30.00 |
| Six Colors..... | 12.00 | 15.00 | 20.00 | 38.00 | 37.00 | 36.00 |
| 22 × 28..Flat Tint, any color... | 4.00 | 4.50 | 7.00 | 12.00 | 11.00 | 10.00 |
| Tint and Black..... | 6.00 | 7.50 | 12.00 | 22.00 | 21.00 | 20.00 |
| Tint, Blue and Red... | 8.00 | 10.00 | 19.00 | 35.00 | 34.00 | 34.00 |
| Tint and Three Colors. | 10.00 | 12.00 | 24.00 | 45.00 | 44.00 | 44.00 |
| Five Colors..... | 12.50 | 14.00 | 29.00 | 55.00 | 54.00 | 54.00 |
| Six Colors..... | 15.00 | 18.00 | 34.00 | 65.00 | 64.00 | 64.00 |

The color-plates should be engraved on type metal. Presswork should always be from metal surfaces. It is impossible to do decent work, or get exact register from engravings on wood.

It should be distinctly understood that these prices, although applicable to most Illuminated Covers, according to the prevailing taste in the use of colors, are not applicable to all work of this class. The average allowance for value of color on Covers for three or more colors is: For work of first classification, 11 × 14 inches, and smaller, 80 cents for every 1000 impressions; for work of second classification, 14 × 22 inches, and smaller, $1.75 per 1000 impressions; for the highest class, 22 × 28 inches, $4.00 per 1000 impressions. These estimates of cost are averaged on all the colors used, it being expected that in a Half-sheet Cover of five colors, some colors will cost but 50 cents per 1000 impressions, and others $1.00 per 1000 impressions, but that the average of the five combined will be but 80 cents per 1000 impressions. When the value of color used differs from the estimates, prices should be altered.

# BINDING OF PAMPHLETS.

**Ordinary Paper Cover,** not lined, with Single Stitch.

| Size of Pamphlet. | 8vo. Eight pages to sig. | 12mo. Twelve pages to sig. | 16mo. Sixteen pages to sig. | 24mo. Twenty-four pages to sig. | 32mo, Thirty-two pages to sig. |
|---|---|---|---|---|---|
| One Signature..... | $ | $ | $ | $ | $ |
| Two " ..... | | | | | |
| Three " ..... | | | | | |
| Four " ..... | | | | | |
| Five " ..... | | | | | |
| Six " ..... | | | | | |
| Seven " ..... | | | | | |
| Eight " ..... | | | | | |
| Nine " ..... | | | | | |
| Ten " ..... | | | | | |
| Every added Signature..... | | | | | |

**Without Paper Cover,** Single Stitch, and without Trimming.

| Size of Pamphlet. | 8vo. Eight pages to sig. | 12mo. Twelve pages to sig. | 16mo. Sixteen pages to sig. | 24mo. Twenty-four pages to sig. | 32mo. Thirty-two pages to sig. |
|---|---|---|---|---|---|
| One Signature..... | $ | $ | $ | $ | $ |
| Two " ..... | | | | | |
| Three " ..... | | | | | |
| Four " ..... | | | | | |
| Five " ..... | | | | | |

## BINDING OF PAMPHLETS.

**Ordinary Paper Cover,** not lined, with Single Stitch.

| Size of Pamphlet. | 8vo. Eight pages to sig. | 12mo. Twelve pages to sig. | 16mo. Sixteen pages to sig. | 24mo. Twenty-four pages to sig. | 32mo. Thirty-two pages to sig. |
|---|---|---|---|---|---|
| One Signature..... | $2.50 | $3.00 | $3.00 | $3.25 | $3.25 |
| Two " ..... | 3.35 | 4.25 | 4.25 | 5.00 | 5.00 |
| Three " ..... | 4.25 | 5.50 | 5.50 | 6.75 | 6.75 |
| Four " ..... | 5.25 | 6.75 | 6.75 | 8.50 | 8.50 |
| Five " ..... | 6.25 | 8.00 | 8.00 | 10.50 | 10.50 |
| Six " ..... | 7.25 | 9.25 | 9.25 | 12.25 | 12.25 |
| Seven " ..... | 8.25 | 10.50 | 10.50 | 14.00 | 14.00 |
| Eight " ..... | 9.25 | 11.75 | 11.75 | 15.75 | 15.75 |
| Nine " ..... | 10.25 | 13.00 | 13.00 | 17.25 | 17.25 |
| Ten " ..... | 11.25 | 14.25 | 14.25 | 19.00 | 19.00 |
| Every added Signature..... | 1.00 | 1.25 | 1.25 | 1.75 | 1.75 |

A single eighteen-mo section, an objectionable form to both printer and binder, should be rated at $4.00 per 1000.

DOUBLE STITCHED WORK should be charged 60 cents per 1000 Pamphlets extra on a thin and $1.00 per 1000 extra on a thick Pamphlet.

SEWED PAMPHLETS. For this work add 75 cents per 1000 copies, for every section sewed.

INSERTING PLATES OR SINGLE LEAVES, at $1.00 per 1000. Maps that require folding should have the value of folding added, which may be rated at 20 cents per 1000 for every fold.

These are prices for ordinary work in ordinary editions of 1000 to 10,000, that can be folded with economy only by hand. Orders of 500 or less should be at higher rates. Orders of 25,000 or more, that can be done to profit on folding machines, can be had at lower rates, but only of binders who make this work a specialty.

**Without Paper Cover,** Single Stitch, and without Trimming.

| Size of Pamphlet. | 8vo. Eight pages to sig. | 12mo. Twelve pages to sig. | 16mo. Sixteen pages to sig. | 24mo. Twenty-four pages to sig. | 32mo. Thirty-two pages to sig. |
|---|---|---|---|---|---|
| One Signature..... | $1.40 | $1.65 | $1.60 | $2.10 | $2.10 |
| Two " ..... | 2.25 | 2.85 | 2.80 | 3.75 | 3.75 |
| Three " ..... | 3.90 | 3.90 | 3.80 | 5.20 | 5.20 |
| Four " ..... | 3.90 | 5.10 | 5.00 | 6.90 | 6.90 |
| Five " ..... | 4.65 | 6.15 | 6.00 | 8.40 | 8.40 |

Single-stitched work may be used with advantage on Pamphlets of one or two sections. Thicker Pamphlets will be insecurely bound unless they are double stitched.

LINED COVERS, or Covers that are made thicker by the pasting on of a stiffener, should be at an advance of from $5.00 to $10.00 per 1000—the lower price to be used for small Covers on plain paper; the higher price for a Medium Octavo on Enamelled paper. These prices are for labor only, and do not include the value of lining paper.

Extra-thick Plate or Writing Papers, or Pamphlets with unusually small margins, or containing more than 32 pages in one section, or of smaller size than a Medium 32°, are not covered by these prices for ordinary work, and should be at advanced prices.

## ESTIMATES FOR PAMPHLETS.

**One Hundred Pamphlets,** Flat Cap, 12°, 12 pages Brevier, plain paper cover.

| | |
|---|---|
| Composition: Each page contains 902 ems (see page 314.) At $1.00 per 1000 ems, the composition is worth 90 cents per page. 12 pages × 90 cents . | $10.80 |
| White Paper, at $4.00 per ream: Half-sheet for each copy (see pages 321 and 42.) 50 sheets at 88 cents per 100 copies | .44 |
| White Presswork: 100 impressions Common Pamphlet Presswork (see page 325), rates as 250 impressions | 1.25 |
| Cover Paper: Double Cap, at $8.00 per ream. Each Cover is one-twelfth of a sheet (see page 44.) | .15 |
| Cover Composition: One page only, same matter as title, with rule border | 1.00 |
| Cover Presswork: 100 impressions (see page 327), at 60 cents | .60 |
| Binding 100 copies (see page 345), nominal | .50 |
| Total (about 14¾ cents per copy) | $14.74 |

**Two Hundred and Fifty Pamphlets:** If the above order were for 250 copies, the price for Composition and Presswork would be the same. It would be necessary only to add 66 cents for White Paper, 22 cents for Cover Paper, 30 cents for Cover Presswork, and 25 cents for Binding. The total would be $16.17 for 250 copies, or about 6½ cents per copy.

**One Thousand Pamphlets:** For this number, the items would be

| | |
|---|---|
| Composition, as above | $10.80 |
| White Paper: 500 sheets at 88 cents per 100 | 4.40 |
| Presswork on White Paper, 4 tokens, at 75 cents per token (see page 325) | 3.00 |
| Cover Composition, as above | 1.00 |
| Cover Paper, ten times that of 100 copies | 1.50 |
| Cover Presswork: 1000 impressions at $2.00 (see page 327) | 2.00 |
| Binding 1000 copies, single stitch (see page 345) | 3.00 |
| Total (about 2½ cents per copy) | $25.70 |

**Twenty Thousand Pamphlets:** If 20,000 Pamphlets were wanted, it might be more economical to duplicate the form. This could be done by composition or electrotyping. In either case, the difference in expense between the two methods would be trivial, and re-composition may be preferred. (A close estimate.)

| | |
|---|---|
| Composition of duplicate forms (twice that of single form) | $21.60 |
| White Paper, Double Cap, at $8.00 per ream. Each copy is one-fourth of a sheet, requiring 5000 sheets of Double Cap, at $8.00 per ream, or at $17.60 per 1000 (see page 44), 5000 × $17.60 | 88.00 |
| Presswork, White Paper: 5000 sheets, printed on both sides, make 40 tokens. Rates as Super Royal (see page 325) at 50 cents per token | 20.00 |
| Cover Composition of 1, $1.00, and 4 Electrotypes at $1.00, $4.00 | 5.00 |
| Cover Presswork from 4 plates, sheet 9 × 17 inches, 5000 impressions at $2.00. | 10.00 |
| Cover Paper (20 times that of 1000) | 30.00 |
| Binding 20,000 copies, at $3.00 per 1000 | 60.00 |
| Total (less than 1¼ cents per copy) | $234.60 |

**Twenty Thousand Copies of an Illustrated Catalogue,** of 64 pages Medium octavo, on fine Tinted Paper, 48 pounds to the ream, and thick Cover Paper, 40 pounds to the ream. Composition in mixed sizes of type, largely interspersed with wood cuts, and rated as Bourgeois. Fine Presswork, Black Ink, at $2.00 per pound. Border lines in Carmine, at $16.00 per pound. Double stitched, with inset cut. All from type.

| | |
|---|---|
| Text Paper: 20,000 copies. Each copy consists of 2 full sheets of 24 × 38. 20,000 copies will require 40,000 sheets. At 48 lb to the ream, and 23 cents per pound, the paper is worth $11.04 per ream (see page 44), or $24.28 per 1000 sheets. 40,000 sheets at $24.28 | $971.20 |
| Cover Paper: Each Cover is one-fourth of a sheet of 20 × 25 inches. 20,000 copies will require 5000 sheets. At $9.20 per ream (40 pounds at 23 cents, $9.20), the paper is worth $20.24 per 1000 sheets (see page 42.) 5000 sheets at $20.24 | 101.20 |
| Inset Paper: One-twelfth of a sheet of 24 × 38 inches, of same quality as Paper used for text. At $11.04 per ream, the fraction 12 to sheet (see page 44), is worth $2.02 per 1000 × 20,000 | 40.40 |
| Composition of 16 pages of Red-ink Border Rules, at 50 cents each | 8.00 |
| Mitering and waste on 16 pages of Rules | 16.00 |
| Mitering and waste on 8 pages of Rule for Cover | 8.00 |
| Composition of 64 pages of Bourgeois, 2006 ems each, at $1.00 per 1000 ems | 128.38 |
| Composition of 8 pages Cover (2 duplicates), open display, at $2.50 | 20.00 |
| Making-up Color Forms, adjusting Initial Letters for Red, and Trial Proof for register, 5 forms, averaged at $4.00 each | 20.00 |
| Presswork of Red Border in Carmine, 16-page forms, 80 tokens to form × 4 forms=320 tokens, at $2.00 (see page 331) | 640.00 |
| Of Red Border on Cover from a duplicated form, 40 tokens at $1.50 | 60.00 |
| Black Ink, including making-ready, 320 tokens at $1.00 | 320.00 |
| Black Ink, on Cover, 40 tokens at $1.00 | 40.00 |
| Black Ink, Inset Sheet, duplicated, 3 electrotypes at $2.00 each, $6.00, 27 tokens at $1.00, $27.00 | 33.00 |
| Binding: 20,000 copies, in four sections of 16°, at $6.75 per 1000 | 135.00 |
| Total (about 12¾ cents per copy) | $2,541.18 |

**Medium Octavo,** Small Pica, leaded. 1269 ems to page. 24 pages. Fair Book paper, 24 × 38 inches, 50 lb at 16 cents per lb, or $8.00 per ream. Cover paper, Fine Glazed Royal, 35 lb, at $8.25 per ream. Common Pamphlet Presswork. Bound with Single Stitch.

| Items. | 100 copies. | 500 copies. | 1000 copies. | 5000 copies. | 10,000 copies. |
|---|---|---|---|---|---|
| White Paper, ¾ sheet | $1.32 | $6.60 | $13.20 | $66.00 | $132.00 |
| Composition, 30,456 ems | 30.45 | 30.45 | 30.45 | 30.45 | 30.45 |
| Presswork of White Paper. | A 5.25 | A 7.50 | A 10.80 | B 25.00 | B 34.00 |
| Cover Paper, $4.50 per 1000. | .45 | 2.25 | 4.50 | 22.50 | 44.00 |
| Cover Composition | 1.25 | 1.25 | 1.25 | 1.25 | C 2.50 |
| Cover Presswork | .60 | 1.25 | 2.00 | 8.75 | D 10.00 |
| Binding | .75 | 2.75 | 4.25 | E 19.90 | 38.00 |
| Total | $40.07 | $52.05 | $66.45 | $173.85 | $290.95 |
| Per Copy | 40 | 10⅓ | 6⅔ | 3½ | 3 |

A Presswork in three forms of Medium Octavo. B Presswork in one form of Double Medium Sixteen-mo, and one form of Medium Octavo. C Two Covers set. D Five thousand impressions on sheet 12 × 20 inches. See page 337. E In binding two unequal sections, add together price of each, and take one-half for the price.

# BOOKS.

**Medium,** 19 × 24 inches, is the standard by which all sizes of Books, not otherwise specifically described, are classified. The descriptive names of Quarto, Octavo, Twelve-mo, Sixteen-mo, etc., when applied to Books, mean that the leaves of books of these sizes are substantially the fourth, eighth, twelfth, etc. of a Medium sheet. When the size of paper is not mentioned, it is understood as Medium. An unusually large size of Book is always more definitely described as Royal, or Imperial; an unusually small size, as Crown, or Cap.

Although Medium is the standard of size, it is rarely used in its shape of 19 × 24 inches. The double paper, of 24 × 38 inches, is more common, in which shape it may be found on sale in greater variety of quality than any other shape of printing paper. The size 19 × 24 inches is used for Books chiefly on small editions of expensive works.

Double Medium, in regular shape of 24 × 38 inches, cannot be used to advantage for many sizes. The most approved shape for a popular Book is that in which the length of the leaf is about one-half more than its width. Some publishers prefer a shape in which the length of the leaf is a trifle less; but in no case is the length made to exceed one-half more than the width. The size 24 × 38 inches consequently can be used in its regular folds only for the Octavo, Eighteen-mo, and Thirty-two-mo sizes. On all intermediate sizes, the regular folds of Double Medium make leaves of which the length is about two-thirds more than the width, an unsatisfactory shape to book buyers.

The most popular sizes of Books are the Twelve-mo and Sixteen-mo. The approved shape of paper (adapted for the size of form in which it is usually printed) for a Twelve-mo is 23 × 41 inches, for a Sixteen-mo is 27 × 36 inches. The number of square inches on a leaf made up from either of these sizes is substantially the same as it would be on the same fold of 24 × 38 inch paper; for which reason the altered shape is still known as a Twelve-mo, or Sixteen-mo. It is really a little larger, but it is altered more in shape than in size; what is taken from the length is added to the width of the leaf.

The descriptive names of the sizes of Books refer only to the sizes of the leaves, and not to the size of the form. The Octavo is more frequently printed as Sixteen-mo than as an Octavo, the Twelve-mo as a Twenty-four-mo, etc. But they are sometimes printed in larger or in smaller forms to suit the sizes of presses, or the convenience of binders.

The sizes and weights of book papers are variable, and preference for qualities is capricious. The paper-dealers never keep in stock an assortment of varied weights and qualities of any other size than 24 × 38 inches. The size 23 × 41 inches is not uncommon, but it is to be had of few weights. The size 27 × 36 inches is rarely ever found.

Most book papers are made to order. An order for less than 1000 pounds of paper is seldom acceptable. Two weeks are required for making up an order, even in a favorable season. For Value of Paper, see pages 21 and 22.

## COMPOSITION OF BOOKS.

Common matter only, in solid or leaded Roman type, per 1000 ems.

| Size of Type. | Type. | | Stereotyped. | | Electrotyped. | |
|---|---|---|---|---|---|---|
| | Reprint | Manus. | Reprint. | Manus. | Reprint. | Manus. |
| Pica | $ | $ | $ | $ | $ | $ |
| Small Pica | | | | | | |
| Long Primer | | | | | | |
| Bourgeois | | | | | | |
| Brevier | | | | | | |
| Minion | | | | | | |
| Nonpareil | | | | | | |
| Agate | | | | | | |
| Pearl | | | | | | |
| Diamond | | | | | | |

## SIZES OF PAPER FOR DIFFERENT FORMS.

The Medium Octavo, Twelve-mo, Eighteen-mo and Twenty-four-mo may be considered as regular sizes. Few publishers make any variation from the dimensions here given. The Crown Octavo, and the Medium Sixteen-mo are variable. Some publishers make them larger, and others smaller.

**Imperial 8vo.**
Full leaf....8 × 12 inches.

| | | |
|---|---|---|
| 4 | pages | 16 × 24 |
| 8 | " | 24 × 32 |

**Super Royal 8vo.**
Full leaf..7 × 10½ inches.

| | | |
|---|---|---|
| 4 | pages | 14 × 21 |
| 8 | " | 21 × 28 |
| 12 | " | 28 × 31½ |
| 16 | " | 28 × 42 |

**Medium 8vo.**
Full leaf...6 × 9½ inches.

| | | |
|---|---|---|
| 4 | pages | 12 × 19 |
| 8 | " | 19 × 24 |
| 12 | " | 24 × 28½ |
| 16 | " | 24 × 38 |
| 24 | " | 28½ × 48 |

**Crown 8vo.**
Full leaf, 5⅓ × 8⅓ inches.

| | | |
|---|---|---|
| 4 | pages | 11 × 16½ |
| 8 | " | 16½ × 22 |
| 12 | " | 22 × 24¾ |
| 16 | " | 22 × 33 |
| 24 | " | 24¾ × 44 |

**Medium 12mo.**
Full leaf, 5⅓ × 7⅞ inches.

| | | |
|---|---|---|
| 4 | pages | 10⅓ × 15½ |
| 8 | " | 15½ × 20½ |
| 12 | " | 20½ × 23 |
| 16 | " | 20½ × 30⅔ |
| 24 | " | 23 × 41 |
| 32 | " | 30⅔ × 41 |

**Medium 16mo.**
Full leaf, 4½ × 6¾ inches.

| | | |
|---|---|---|
| 4 | pages | 9 × 13½ |
| 8 | " | 13½ × 18 |
| 12 | " | 18 × 20¼ |
| 16 | " | 18 × 27 |
| 18 | " | 20¼ × 27 |
| 24 | " | 20¼ × 36 |
| 32 | " | 27 × 36 |
| 36 | " | 27 × 40½ |

**Medium 18mo.**
Full leaf...4 × 6⅓ inches.

| | | |
|---|---|---|
| 8 | pages | 12⅔ × 16 |
| 12 | " | 16 × 19 |
| 16 | " | 16 × 25⅓ |
| 18 | " | 19 × 24 |
| 24 | " | 19 × 32 |

**Medium 18mo—Contin'd.**

| | | |
|---|---|---|
| 32 | pages | 25⅓ × 32 |
| 36 | " | 24 × 38 |
| 48 | " | 32 × 38 |

**Medium 24mo.**
Full leaf 3⅝ × 5½ inches.

| | | |
|---|---|---|
| 8 | pages | 11 × 14½ |
| 12 | " | 14½ × 16½ |
| 16 | " | 14½ × 22 |
| 18 | " | 16½ × 21¾ |
| 24 | " | 16½ × 29 |
| 32 | " | 22 × 29 |
| 36 | " | 21¾ × 33 |
| 48 | " | 29 × 33 |
| 64 | " | 29 × 44 |

**Medium 32mo.**
Full leaf...3 × 4¾ inches.

| | | |
|---|---|---|
| 8 | pages | 9½ × 12 |
| 12 | " | 12 × 14¼ |
| 16 | " | 12 × 19 |
| 24 | " | 14¼ × 24 |
| 32 | " | 19 × 24 |
| 36 | " | 18 × 28½ |
| 48 | " | 24 × 28½ |
| 64 | " | 24 × 38 |

These sizes of paper are intended for Books in which the length of the leaf is one-half more than its width. For pages made up to regular sizes of paper, see Pamphlets, pages 314 to 318. To determine the proper weight of paper for an altered size of form, see page 40.

## COMPOSITION OF BOOKS.

Common matter only, in solid or leaded Roman type, per 1000 ems.

| Size of Type. | Type. | | Stereotyped. | | Electrotyped. | |
|---|---|---|---|---|---|---|
| | Reprint | Manus. | Reprint. | Manus. | Reprint. | Manus. |
| Pica | $ .90 | $ .95 | $1.55 | $1.60 | $1.60 | $1.65 |
| Small Pica | .85 | .90 | 1.40 | 1.45 | 1.45 | 1.45 |
| Long Primer | .85 | .90 | 1.35 | 1.40 | 1.40 | 1.45 |
| Bourgeois | .85 | .90 | 1.35 | 1.40 | 1.40 | 1.45 |
| Brevier | .85 | .90 | 1.30 | 1.35 | 1.35 | 1.40 |
| Minion | .85 | .90 | 1.30 | 1.35 | 1.35 | 1.40 |
| Nonpareil | .85 | .90 | 1.30 | 1.35 | 1.35 | 1.40 |
| Agate | .85 | .90 | 1.30 | 1.35 | 1.35 | 1.40 |
| Pearl | 1.00 | 1.10 | 1.40 | 1.50 | 1.45 | 1.50 |
| Diamond | 1.10 | 1.20 | 1.50 | 1.60 | 1.55 | 1.60 |

All sizes larger than Pica should be measured and priced as Pica.
For the extra prices of Book Composition, see pages 47 to 55.

## PRESSWORK OF BOOKS.

From Stereotype or Electrotype Plates only, on Presses of Double Medium or Double Royal size. Per token of 250 impressions, or any fraction thereof.

| Quality. | 250 impress. 1 token. | 500 impress. 2 tokens. | 1000 impress. 4 tokens. | 2000 impress. 8 tokens. | 5000 impress. 20 tokens. |
|---|---|---|---|---|---|
| Common Book Work..... | $ | $ | $ | $ | $ |
| Ordinary Book Work..... | | | | | |
| Fine Book Work..... | | | | | |
| Extra Book Work..... | | | | | |

## MEASUREMENTS OF PAGES FOR BOOKS.

| Imperial Octavo. | | Crown Octavo. | | Medium 18mo. | |
|---|---|---|---|---|---|
| Full leaf....8 × 12 inches. | | Full leaf 5½ × 8¾ inches. | | Full leaf...4 × 6½ inches. | |
| Pica, 31 × 54 ems..... | 1,674 | Pica, 22 × 35 ems .... | 770 | Pica, 16 × 28 ems..... | 448 |
| Small Pica ..... | 2,135 | Small Pica..... | 975 | Small Pica..... | 576 |
| Long Primer..... | 2,652 | Long Primer..... | 1,232 | Long Primer ..... | 700 |
| Bourgeois..... | 3,344 | Bourgeois ..... | 1,519 | Bourgeois..... | 920 |
| Brevier ..... | 4,165 | Brevier ..... | 1,960 | Brevier ..... | 1,170 |
| Minion ..... | 5,225 | Minion..... | 2,418 | Minion ..... | 1,450 |
| Nonpareil ..... | 6,696 | Nonpareil ..... | 3,080 | Nonpareil ..... | 1,792 |
| **Super Royal Octavo.** | | **Medium 12mo.** | | **Medium 24mo.** | |
| Full leaf..7 × 10½ inches. | | Full leaf 5½ × 7⅞ inches. | | Full leaf 3⅝ × 5½ inches. | |
| Pica, 27 × 46 ems .... | 1,242 | Pica, 21 × 33 ems.... | 693 | Pica 14 × 24 ems..... | 336 |
| Small Pica..... | 1,612 | Small Pica..... | 888 | Small Pica..... | 432 |
| Long Primer..... | 1,972 | Long Primer ..... | 1,107 | Long Primer ..... | 540 |
| Bourgeois..... | 2,508 | Bourgeois ..... | 1,380 | Bourgeois ..... | 680 |
| Brevier ..... | 3,182 | Brevier ..... | 1,716 | Brevier ..... | 836 |
| Minion ..... | 3,936 | Minion ..... | 2,146 | Minion ..... | 1,075 |
| Nonpareil..... | 5,022 | Nonpareil ..... | 2,772 | Nonpareil..... | 1,344 |
| **Medium Octavo.** | | **Medium 16mo.** | | **Medium 32mo.** | |
| Full leaf...6 × 9½ inches. | | Full leaf 4½ × 6¾ inches. | | Fnll leaf...3 × 4¾ inches. | |
| Pica, 24 ×.42 ems..... | 1,008 | Pica, 19 × 29 ems.... | 551 | Pica, 12 × 22 ems..... | 264 |
| Small Pica..... | 1,269 | Small Pica ..... | 693 | Small Pica ..... | 350 |
| Long Primer..... | 1,590 | Long Primer..... | 888 | Long Primer..... | 420 |
| Bourgeois..... | 2,006 | Bourgeois ..... | 1,007 | Bourgeois..... | 527 |
| Brevier ..... | 2,508 | Brevier..... | 1,380 | Brevier..... | 665 |
| Minion ..... | 3,108 | Minion ..... | 1,768 | Minion..... | 819 |
| Nonpareil ..... | 4,032 | Nonpareil ..... | 2,204 | Nonpareil ..... | 1,056 |

These measurements for Book pages differ in some sizes from those given for Pamphlets on pages 314 and 163. They are made only for leaves of acceptable proportions to publishers. See page 351.

As every printing house has its own measures for pages, it is not supposed that these measures, although they are made up on a strictly systematic plan, will be used in preference. Their chief value will be found in their furnishing a ready answer to the inquiries of customers concerning the comparative cost of different sizes of type.

## PRESSWORK OF BOOKS.

From Stereotype or Electrotype Plates only, on Presses of Double Medium or Double Royal size. Per tokeu of 250 impressions, or any fraction thereof.

| Quality. | 250 impress. 1 token. | 500 impress. 2 tokens. | 1000 impress. 4 tokens. | 2000 impress. 8 tokens. | 5000 Impress. 20 tokens. |
|---|---|---|---|---|---|
| Common Book Work..... | $1.00 | $ .75 | $ .65 | $ .50 | $ .40 |
| Ordinary Book Work..... | 1.00 | .75 | .65 | .60 | .50 |
| Fine Book Work..... | 1.50 | 1.00 | .80 | .70 | .60 |
| Extra Book Work..... | 2.00 | 1.25 | 1.00 | .80 | .75 |

These prices are for Books only, and for Books as they are usually printed, from plates in consecutive forms. When Books are printed from plates there is great economy of labor. The plates are readily removed from the blocks, and others are as readily substituted. On regular forms,

there is seldom any necessity for much additional making-ready for the new form, or for a new adjustment of color. On Pamphlet work, forms do not follow each other: there is a special making-ready and special setting of color for every new form. For this reason Pamphlet work must be at higher price than Book work. All Books printed direct from the type, or from plates at irregular intervals, should be rated at the prices of Pamphlet Presswork on pages 325 and 327. For an ordinary edition, the getting-ready of a press, and the making-ready of but one form, consumes more time than the Presswork.

COMMON PRESSWORK should be understood as including only the cheapest kinds of novels and school books, advertising sheets to magazines, patent medicine books, etc., obviously inferior to ordinary Book work. The prices do not include dry-pressing.

FINE BOOK WORK covers only the extra cost of making-ready in a little more careful manner, and the use of much better quality of ink, and more careful dry-pressing.

EXTRA BOOK WORK prices are for pages with rule borders, for smaller type than Nonpareil, and fine Black Ink, or for ordinary type and pages when executed in superior style.

These prices include dry-pressing, on all but the Commonest Book Presswork, for which, at the rates here given, the sheets, if pressed at all, must be pressed damp, in lifts.

FINE WOOD-CUT WORK, TYPE FOUNDERS' SPECIMEN SHEETS, or even the highest order of plain type work, cannot be priced definitely. They must be done on Medium or Super Royal sheets at special rates.

FOR GOLD OR RED LINED BORDERS, use the prices of Pamphlets. See page 329. When they are printed from plates for many consecutive forms, a suitable reduction may be made.

Forms in which pages or lines of type are inserted among the plates, should always be at extra price.

A SINGLE FORM should be at double price for the first token.

THE MAKING-UP OF A FORM OF PLATES, on patent blocks, for 16 pages, should be rated at $1.00; for a set of 24°, $1.50; for a set of 32°, $2.00. When three or more sets of plates are used on the same blocks, there should be no charge for making-up the form.

When plates are furnished to a printer, badly blocked on the wood, or of uneven thicknesses in the plate, the expense of putting them in proper order is a just item of charge against the customer furnishing them.

Plates should be proved and examined before they are put on press, and all perceptible defects should be remedied. The stereotyper is not liable upon a claim for detention of press for any defect that could have been foreseen.

As most book presses and forms are of Double Medium size, no deduction in price can be made for Medium or Super Royal sizes on ordinary Book work. Instead of diminishing, small forms really add to the labor of the Book pressman.

Forms of very large size, above 28 × 42, should be rated at a sufficient advance to compensate for the extra work in making-ready, and for the diminished performance of the larger press.

When a Book form contains more than 24 pages, the difficulty of making exact register is increased with every additional page. The time spent in making-ready a form of 32° is at least one-fourth, and sometimes one-half more than that required for a 16°. Twenty-four pages should be considered as a fair limit upon ordinary Book work. Extra price should be charged for any larger number of pages.

Mixed forms of type and plates give great trouble in making-ready. The type and the plates are never of uniform height, and the setting of an even impression is slow and difficult.

Book forms of assorted faces, like Type-founders' Specimens, in which a page of fine type is followed by a page of bold wood letter, are equally difficult, and impose great labor on the pressman. Where such work is printed dry, as is usual, and each sheet is separately interleaved, it should be classified under the prices of the finest Wood-cut work, or be priced by time at the rate of $2.00 per hour for all the time the press is in service.

Although Book work, as it is commonly done, is usually regarded as the plainest and the least troublesome kind of presswork, it may be the most difficult. There is no presswork, not even that of wood cuts, more difficult than the artistic printing of a fine book. To keep the hair-lines of the type sharp and yet firm, the thick strokes full black, yet not muddy; to maintain a uniform tint not only over one page or form, but through a series of perhaps twenty forms or more; to preserve a rigid accuracy of register not only on the outline of every page, but on the back of every line, requires greater experience and skill than any other form of work. Presswork like this should always command the highest prices.

The Wood-cut Presswork of Book offices is chiefly of the finest character, and is usually done on hand presses, by professed experts. For such work no arbitrary price can be given; it can be rated only by the time of the pressman. Where two pressmen are employed on the same hand press, one at rollers or balls, and one at press, and the finest work is expected, the value of the presswork will be at least double that of Extra Pamphlets, without including the value of making-ready. This old and careful method of doing fine Wood-cut work is going out of fashion. Fine Wood-cut work on hand presses is usually done by one man, with steam inker. For this work, and for fine Machine Work, the prices given for Extra Pamphlets, on page 327, may be used, to which add the value of making-ready.

Dry Pressing is included in these prices as one of the usual expenses of presswork. When it is done for the trade, in lifts of two or more sheets, the prices current are: Medium sheets, 75 cents per 1000; Double Medium, $1.00 per 1000 sheets. Where the sheets are pressed singly, double price.

Special contracts are sometimes made on Book work for the use of Presses by the day or by the week. The proper prices for such work will depend upon the size of the press and expense of labor. See page 41.

## CLOTH BINDING.

Ordinary Library Style, in Large Quantities only.

| Sizes. | Flexible, turned in, plain cloth. | Plain Cloth. | Extra Cloth. | Ex. Cloth. Bevelled Edges. |
|---|---|---|---|---|
| Royal 4° .....11 × 14 ..500 pages.. | $ | $ | $ | $ |
| Medium 4° ...9 × 12 ..500 " .. | | | | |
| Royal 8° .....7 × 11 ..500 " .. | | | | |
| Medium 8° ...6 × 9½..400 " .. | | | | |
| Crown 8° ....5½ × 8¼..400 " .. | | | | |
| Medium 12° ..5⅛ × 7⅔..300 " .. | | | | |
| Medium 18° ..4 × 6⅓..250 " .. | | | | |
| Medium 24° ..3⅝ × 5½..250 " .. | | | | |

## FLEXIBLE CLOTH, PLAIN, CUT FLUSH.

| Shape of Book. | Size. Inches. | No. of Leaves. | Price. Cts. |
|---|---|---|---|
| Royal 4°.... | 11 × 14 | ...200.... | |
| Medium 4° .. | 9 × 12 | ...200.... | |
| Royal 8° .... | 7 × 11 | ...150.... | |
| Medium 8° .. | 6 × 9½ | ...150.... | |
| Crown 8°....5½ × 8¼ | | ...100.... | |
| Medium 12°..5⅛ × 7⅔ | | ...100.... | |
| Medium 18°.. | 4 × 6⅓ | ... 75.... | |
| Medium 24°..3⅝ × 5½ | | ... 50.... | |

# BINDING OF BOOKS.

## CLOTH BINDING.

Ordinary Library Style, in Large Quantities only.

| Sizes. | Flexible, turned in, plain cloth. | Plain Cloth. | Extra Cloth. | Ex. Cloth. Bevelled Edges. |
|---|---|---|---|---|
| Royal 4° .....11 × 14 ..500 pages.. | $.50 | $.50 | $.55 | $.57½ |
| Medium 4° ...9 × 12 ..500 " .. | .37 | .37 | .40 | .42½ |
| Royal 8° .....7 × 11 ..500 " .. | .31 | .29 | .33 | .35 |
| Medium 8° ...6 × 9½..400 " .. | .28 | .26 | .29 | .32 |
| Crown 8° ....5½ × 8¼..400 " .. | .24 | .22 | .24½ | .26 |
| Medium 12° ..5⅛ × 7⅔..300 " .. | .17 | .16 | .18 | .19 |
| Medium 18° ..4 × 6⅓..250 " .. | .13 | .12½ | .14 | .15 |
| Medium 24° ..3⅝ × 5½..250 " .. | .11 | .10½ | .11½ | .12 |

These prices are for orders of 500 or more copies. Orders of 100 will be be at higher rates.

It is seldom judicious or economical to bind small orders of less than 100 copies in cloth. The cost of engraving the side or back title in brass, and of cutting steel or brass border lines or ornaments, with much other work, when assessed on a few copies, make this style of binding quite expensive.

The prices of the table include plain Lining Papers (Glazed Book Cover at 20 @ 22 cents per pound), for the inner cover. Plated, Stained or Marbled papers are an extra charge. The Stamping of the title in gold on the back is also included in the above prices, as also the Stamping of plain ungilded fillet lines on the back and of border lines on the sides.

The prices of the above table are based on sections of 16 pages. For sections of 8 or 12 pages, an increased price will be necessary.

Engraving of the Title, for either side or back, is not included in these prices. This work, and the engraving of any ornament or device is always an extra charge.

Stamping of a Device or Emblem or Side Title, or any gilt work whatever on side, is always an extra charge, which will vary with the amount of gold used.

Gilt or Red-colored Edges are also an extra charge.

## FLEXIBLE CLOTH, PLAIN, CUT FLUSH.

| Shape of Book. | Size. Inches. | No. of Leaves. | Price. Cts. | Shape of Book. | Size. Inches. | No. of Leaves. | Price. Cts. |
|---|---|---|---|---|---|---|---|
| Royal 4° | 11 × 14 | 200 | 18 | Crown 8° | 5½ × 8¼ | 100 | 10 |
| Medium 4° | 9 × 12 | 200 | 16 | Medium 12° | 5⅛ × 7⅔ | 100 | 9 |
| Royal 8° | 7 × 11 | 150 | 14 | Medium 18° | 4 × 6⅓ | 75 | 8 |
| Medium 8° | 6 × 9½ | 150 | 12 | Medium 24° | 3⅝ × 5½ | 50 | 8 |

Prices include stamping a small side title in gold, but do not include the engraving of the Stamp. Red edges, extra.

## HALF-BOUND PRINTED WORK.

Thin Straw Board Covers, in Ordinary School Book Style.

| Sizes. | 100. | 500. | 1000. |
|---|---|---|---|
| Royal 4°...11 × 14, 220 pages, taped..... | $ | $ | $ |
| Royal 4°...11 × 14, 220 pages, with maps... | | | |
| Medium 8°..9½ × 12, taped work..... | | | |
| Royal 8°...7 × 11, under 300 pages, sewed. | | | |
| Medium 8°..6 × 9½, " " " .. | | | |
| Crown 8° ..5½ × 8¼, " " " .. | | | |
| Medium 12°, 5⅛ × 7⅔, " " " .. | | | |
| Medium 18°, 4 × 6⅓, " " " .. | | | |
| Medium 24°, 3⅝ × 5½. " " " .. | | | |

Thick Books, containing more pages than are allotted by these tables, should be charged extra for every additional section at the rate of about $1.25 for every 1000 sections.

Maps, Portraits, Prints, and all similar inserted work, are at extra price.

## HALF-BOUND PRINTED WORK.

Thin Straw Board Covers, in Ordinary School Book Style.

| Sizes. | 100. | 500. | 1000. |
|---|---|---|---|
| Royal 4°...11 × 14, 220 pages, taped..... | $.18 | $.16 | $.16 |
| Royal 4°...11 × 14, 220 pages, with maps... | .25 | .24 | .24 |
| Medium 8°..9½ × 12, taped work..... | .12 | .11½ | .10½ |
| Royal 8°...7 × 11, under 300 pages, sewed. | .20 | .19 | .18½ |
| Medium 8°..6 × 9½, " " " .. | .20 | .19 | .18½ |
| Crown 8° ..5½ × 8¼, " " " .. | .18 | .17½ | .17 |
| Medium 12°, 5⅛ × 7⅔, " " " .. | .16½ | .15½ | .15½ |
| Medium 18°, 4 × 6⅓, " " " .. | .13 | .12 | .12 |
| Medium 24°, 3⅝ × 5½, " " " .. | .12 | .11 | .10 |

TAPED WORK. The sections are stabbed in the back with long flat stabs, through which tapes are inserted and fastened on the covers. A book so treated is strongly bound, but it does not open so flat as a sewed book.

SEWED BOOKS are bound by sewing each section separately and interlocking all the sections together. It is the approved style, and makes the sections fast and yet flexible.

## LAW SHEEP.

When furnished in quantities of not less than 100 copies, a Medium Octavo, of about 500 pages, may be furnished at the rate of 75 cents each.

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# BINDING OF SINGLE BOOKS.

## MUSIC BOOKS.

Turkey Morocco, full gilt.... ..... $10.00
Imitation Turkey Morocco, full gilt ..... 9.00
Half Turkey Morocco, gilt, with gilt edges ..... 4.00
Half Turkey Morocco, plain, sprinkled edges ..... 2.75
Half Roan, cloth sides, plain edges ..... 2.25
Half Roan, marbled paper sides ..... 2.00

## LARGE QUARTO BIBLES

In Full Bindings, with Ordinary Finish and Workmanship. Extra Cloth Joints.

| | | | |
|---|---|---|---|
| Block..... | $20.00 | Flat Panel....$17.00 | Morocco Gilt...$13.00 |
| Panel..... | 18.00 | Bevelled..... 15.00 | Plain Morocco.. 10.00 |

Imperial Quarto and Folio sizes at advanced prices.

## SINGLE BOOKS IN FAIR LIBRARY BINDINGS

Of Ordinary Workmanship.

| Styles. | Medium 12mo. 5 by 8. | Medium 8vo. 6 by 9. | Royal 8vo. 7 by 11. | Imper'l 8vo. 8 by 12. | Medium 4to 9 by 12. |
|---|---|---|---|---|---|
| Half Roan, marbled sides, sprink'd edge | $ | $ | $ | $ | $ |
| Half Morocco, " " " " | | | | | |
| Half Morocco, " " marbled edge | | | | | |
| Half Calf, extra, gilt back, " " | | | | | |
| Imitation Turkey Morocco, full gilt.... | | | | | |
| Turkey Morocco, full gilt, gilt edge.... | | | | | |
| Antique, full..... | | | | | |
| Cloth Cases* (not made to order)..... | | | | | |

## ILLUSTRATED NEWSPAPERS.

Large Imperial 4° (about 11 × 16 inches), like Harpers' Weekly or Bazar, the Illustrated London News, or Frank Leslie's Illustrated.

| | |
|---|---|
| Cloth Cases,* not made to order | $3.00 |
| Half Roan, marbled paper sides | 3.00 |
| Half Roan, cloth sides | 3.50 |
| Half Morocco, marbled paper or cloth sides, sprinkled edges | 4.00 |

## DAILY NEWSPAPERS.

Large Imperial Folio (about 16 × 23), like the New York Herald.

| | |
|---|---|
| Half Roan, or Sheep, 3 months in one volume | $3.50 |
| Half Roan, or Sheep, 4 " " | 4.00 |
| Half Roan, or Sheep, 6 " " | 5.00 |

## QUARTO NEWSPAPERS OR MAGAZINES.

| | |
|---|---|
| Cloth Cases,* not made to order | $2.25 |
| Cloth Cases,* not made to order, gilt edges | 2.75 |
| Half Roan, paper sides | 3.00 |
| Half Roan, cloth sides | 3.25 |
| Half Morocco, cloth sides | 3.50 |

## SINGLE BOOKS IN FAIR LIBRARY BINDINGS

Of Ordinary Workmanship.

| Styles. | Medium 12mo. 5 by 8. | Medium 8vo. 6 by 9. | Royal 8vo. 7 by 11. | Imper'l 8vo. 8 by 12. | Medium 4to. 9 by 12. |
|---|---|---|---|---|---|
| Half Roan, marbled sides, sprink'd edge | $1.25 | $1.25 | $1.50 | $2.00 | $2.50 |
| Half Morocco, " " " " | 1.50 | 1.60 | 1.75 | 2.25 | 3.00 |
| Half Morocco, " " marbled edge | 1.75 | 2.00 | 2.25 | 3.00 | 3.50 |
| Half Calf, extra, gilt back, " " | 2.00 | 2.50 | 2.50 | 3.00 | 4.50 |
| Imitation Turkey Morocco, full gilt | 3.00 | 4.00 | 5.00 | 5.50 | 6.25 |
| Turkey Morocco, full gilt, gilt edge | 3.75 | 5.00 | 6.00 | 6.75 | 7.50 |
| Antique, full | 3.75 | 5.00 | 6.00 | 6.75 | 7.50 |
| Cloth Cases* (not made to order) | .... | 1.25 | 1.50 | 2.00 | 2.25 |

These prices for Single Books are for good ordinary work, such as will prove satisfactory to most purchasers. On the more expensive styles, inferior workmanship, but inferior chiefly in the gilding, finishing and ornamentation, and not at all affecting the strength or durability of the book, could be furnished at lower price.

For the Finest Library Work, bound in elegant style, with suitable appointments and ornaments, to meet the tastes of educated and critical book fanciers, it will be necessary to use the following prices.

* On Magazines and Serials, it is customary for publishers to get up and furnish to the trade Ornamental Cloth Cases, which can be used by any binder. These prices are only for this work. It is not practicable for a job binder to make a single or even a dozen Cloth Cases, at any acceptable price.

## BEST LIBRARY WORK.

One to Ten Copies, in Best Library Style, Full Tooled, and with Extra Finish.

| Sizes. | Half Morocco. | Half Russia. | Morocco Plain. | Morocco Panelled. |
|---|---|---|---|---|
| Royal 4° .....11 × 14 inches.... | $ | $ | $ | $ |
| Medium 4° .....9½ × 12 " ..... | | | | |
| Royal 8° .....7 × 11 " ..... | | | | |
| Medium 8° .....6 × 9½ " ..... | | | | |
| Crown 8° .....5½ × 8¼ " ..... | | | | |
| Medium 12° .....5⅛ × 7⅔ " ..... | | | | .... |
| Medium 18° .....4 × 6⅓ " ..... | | | | .... |
| Medium 24° .....3⅝ × 5½ " ..... | | | | .... |

## GILDING BOOK EDGES.

| Size of Book. | Half Inch Thick. | One Inch Thick. |
|---|---|---|
| Medium 4°, each. | $ ..... | $ |
| Demy 4° ..... | ..... | |
| Flat Cap 4°..... | ..... | |
| Royal 8°..... | ..... | |
| Medium 8° ..... | ..... | |

| Size of Book. | One Inch Thick. | Half Inch Thick. |
|---|---|---|
| Crown 8°, each. | $ ..... | $ |
| Medium 12°..... | ..... | |
| Medium 18°... | ..... | |
| Medium 24°..... | ..... | |
| Medium 32°..... | ..... | |

## BEST LIBRARY WORK.

One to Ten Copies, in Best Library Style, Full Tooled, and with Extra Finish.

| Sizes. | Half Morocco. | Half Russia. | Morocco Plain. | Morocco Panelled. |
|---|---|---|---|---|
| Royal 4° .....11 × 14 inches..... | $5.50 | $6.50 | $7.50 | $10.00 |
| Medium 4° .....9½ × 12 " ..... | 5.00 | 6.00 | 7.00 | 9.00 |
| Royal 8° .....7 × 11 " ..... | 4.50 | 5.75 | 6.00 | 8.50 |
| Medium 8° .....6 × 9½ " ..... | 4.00 | 5.00 | 6.25 | 7.00 |
| Crown 8° .....5½ × 8¼ " ..... | 3.00 | 4.00 | 5.00 | 7.00 |
| Medium 12° .....5⅛ × 7⅔ " ..... | 2.00 | 2.50 | 3.50 | .... |
| Medium 18° .....4 × 6⅓ " ..... | 1.75 | 2.00 | 3.00 | .... |
| Medium 24° .....3⅝ × 5½ " ..... | 1.75 | 2.00 | 3.00 | .... |

## GILDING BOOK EDGES.

| Size of Book. | Half Inch Thick. | One Inch Thick. | Size of Book. | One Inch Thick. | Half Inch Thick. |
|---|---|---|---|---|---|
| Medium 4°, each. | $ .15 | $ .30 | Crown 8°, each. | $ .8½ | $ .17 |
| Demy 4° | .10 | .20 | Medium 12° | .8 | .16 |
| Flat Cap 4° | .9 | .18 | Medium 18° | .7½ | .15 |
| Royal 8° | 10 | .20 | Medium 24° | .6½ | .13 |
| Medium 8° | .9 | .18 | Medium 32° | .6 | .12 |

These are the prices for flat edged Books. Rounded and jointed Books at an advance of 60 per cent. Single Books, 40 @ 75 cents.

The prices are for orders of not less than 100 copies.

# ELECTROTYPING.

On Book work, or other kinds of plain composition, the prices of Electrotyping are usually consolidated with those of Composition. See page 49.

When a special charge is made for Electrotype plates, the work is measured by the 1000 ems. These are the established rates per 1000 ems: Pica, 70 cents; Small Pica, 55 cents; Long Primer and Bourgeois, 50 cents; Brevier and smaller sizes, 45 cents. Music is measured as Bourgeois. For explanation of the inequalities in the prices of different sizes, see page 49.

These prices are for plates only, as they are made for Book work, not blocked, and in quantities.

PAMPHLETS, or other type jobs, less than 16 pages octavo, or 24 pages duodecimo, are measured as Brevier at 50 cents per 1000 ems, unless the type used is smaller than Brevier, in which case the Electrotyping is charged by the exact measurement of type that is used.

FLAT TINT PLATES, and all other plates receiving severe pressure under a cylinder, should be banded on one or more edges with brass rule, to resist the pressure and prevent the slipping of the plate.

## Prices of Electrotypes Blocked.

| Square Inches. | Blocked on Wood. | Blocked on Type Metal, on arches. | Square Inches. | Blocked on Wood. | Blocked on Type Metal, on arches. |
|---|---|---|---|---|---|
| 1..... | $ | $ | 13..... | $ | $ |
| 2..... | | | 14..... | | |
| 3..... | | | 15..... | | |
| 4..... | | | 16..... | | |
| 5..... | | | 17..... | | |
| 6..... | | | 18..... | | |
| 7..... | | | 19..... | | |
| 8..... | | | 20..... | | |
| 9..... | | | 21..... | | |
| 10..... | | | 22..... | | |
| 11..... | | | 23..... | | |
| 12..... | | | 24..... | | |

**Prices of Electrotypes Blocked.**

| Square Inches. | Blocked on Wood. | Blocked on Type Metal, on arches. | Square Inches. | Blocked on Wood. | Blocked on Type Metal, on arches. |
|---|---|---|---|---|---|
| 1..... | $ .40 | $ .60 | 13..... | $1.00 | $1.50 |
| 2..... | .50 | .75 | 14..... | 1.05 | 1.58 |
| 3..... | .55 | .80 | 15..... | 1.10 | 1.65 |
| 4..... | .60 | .90 | 16..... | 1.10 | 1.65 |
| 5..... | .65 | .95 | 17..... | 1.15 | 1.73 |
| 6..... | .70 | 1.05 | 18..... | 1.20 | 1.80 |
| 7..... | .75 | 1.15 | 19..... | 1.25 | 1.88 |
| 8..... | .80 | 1.20 | 20..... | 1.30 | 1.95 |
| 9..... | .80 | 1.20 | 21..... | 1.35 | 2.03 |
| 10..... | .85 | 1.28 | 22..... | 1.40 | 2.10 |
| 11..... | .90 | 1.35 | 23..... | 1.45 | 2.18 |
| 12..... | .90 | 1.35 | 24..... | 1.50 | 2.25 |

Jobs of type that do not amount by measurement to $1.00 are charged at the rates of Blocked Electrotypes.

Ordinary Straight Mortises in wood, at 15 cents each; in solid metal, with no arches, at double the price of Mortises in wood.

All Blocked Wood Cuts of more than 25 square inches should be priced at the rate of 6 cents per square inch.

All Blocked Type work of size equivalent to 2000 ems of Brevier, should be measured as Brevier, with the added value of the Blocking.

The difference in value between Blocked and Unblocked Plates, measured as Brevier, will be shown in the following table:

| Size of Page. | Blocked. | Not Blocked. | Size of Page. | Blocked. | Not Blocked. |
|---|---|---|---|---|---|
| 32°..2 × 2⅔.. | $ .65 | $ .59 | 8°...3⅔ × 6 ... | $1.45 | $1.25 |
| 24°..2⅓ × 4 ... | .80 | .72 | 8°...4 × 7 ... | 1.68 | 1.45 |
| 18°..2⅔ × 4⅔... | .95 | .86 | 8°...4½ × 7⅔... | 2.06 | 1.65 |
| 12°..3½ × 5½... | 1.25 | 1.15 | 4°...7 × 9½... | 4.00 | 3.50 |

When many plates are taken from one page or cut, a discount is allowed: On 10 plates, 10 per cent.; 25 plates, 15 per cent.; 50 plates, 20 per cent.; 100 plates, 25 per cent.

The above prices are the list prices of Electrotypes for ordinary work. Fine Job work, containing mixed sizes of type with brass rules, should be at higher prices. To make a good plate from such material, it is often necessary to have the form carefully made-ready and underlaid on hand press before moulding. This serious extra expense cannot properly be added to that of composition or of presswork; it should be incorporated with that of Electrotyping.

**Stereotyping** is done at 5 cents per 1000 ems less than Electrotyping.

| Items. | 12 inches, or less. Half Sheet Royal, and smaller. | 13 to 24 inches, or less. Cap, Demy, Medium, and Royal. | 25 to 34 inches. Super Royal, Double Cap, Imperial, Double Demy. |
|---|---|---|---|
| COMPOSITION. | 8 columns, or less. | 12 columns, or less. | 16 columns, or less. |
| One line of columns, including one general head-line..... | $ | $ | $ |
| Every added line of columns.... | | | |
| PRESSWORK. | | | |
| First Quire of 44 or 50 impress.. | | | |
| Every added Quire..... | | | |
| First Ream of 960 impressions... | | | |
| Every added Ream..... | | | |
| Five Reams, or over.. per ream. | | | |
| By the Hundred impressions .... | | | |

Prices by the Hundred impressions are for orders of not less than 1000 impressions.

# ACCOUNT-BOOK HEADINGS.

For value of Paper, see page 373. For value of Ruling, see page 391.

| Items. | 12 inches, or less. Half Sheet Royal, and smaller. | 13 to 24 inches, or less. Cap, Demy, Medium, and Royal. | 25 to 34 inches. Super Royal, Double Cap, Imperial, Double Demy. |
|---|---|---|---|
| COMPOSITION. | 8 columns, or less. | 12 columns, or less. | 16 columns, or less. |
| One line of columns, including one general head-line..... | $1.00 | $1.50 | $2.00 |
| Every added line of columns.... | .25 | .40 | .60 |
| PRESSWORK. | | | |
| First Quire of 44 or 50 impress.. | .75 | 1.00 | 1.25 |
| Every added Quire..... | .15 | .20 | .25 |
| First Ream of 960 impressions... | 3.00 | 4.00 | 5.00 |
| Every added Ream..... | 2.50 | 3.00 | 3.50 |
| Five Reams, or over.. per ream. | 2.00 | 2.50 | 3.00 |
| By the Hundred impressions .... | .30 | .40 | .50 |

When the number of columns exceeds the average number, as above described, making justification more troublesome, the added columns should be rated at 10 cents each extra. Cross-headings, each 15 cents extra.

For a book of Seven Quires or more, the Heading should be set up across the whole sheet. It will be found poor economy in most cases to save labor in composition, to make more labor in presswork.

LARGER SIZES than Double Demy are unusual. The composition and presswork of such can be rated only on time.

Ruling, in all cases, should precede the printing.

Colored Inks are unusual. If required on work by the quire, add 50 cents to $1.00, according to size of press, for extra labor of washing up. On work by the ream, add 50 cents to $1.00 per ream, according to quality of color and amount of care required. See Printing Inks.

TIME-BOOK HEADINGS. of figures only, can be done at lower rates than those of the above table, if a reasonable space is allowed between the figures; if the space is narrow, the above prices will be correct. The apparently high price is not so much for composition as for extra nice justification in adapting the work to ruled lines.

DR. AND CR. HEADINGS, or any plain Heading of a single line, requiring no justification for columns, may be taken at half price for composition.

INTRICATE HEADINGS, leaded, doubled, reversed and with cross Headings, cannot be priced with accuracy. They should be rated on time at 75 cents per hour. In some cases they can be measured by the 1000 ems. For such, double price may be charged, but there are some for which even this rate would be insufficient.

## PRICES OF LEDGER PAPERS.

| Qualities. | N Paper. | | M Paper. | | Perfect Paper. | |
|---|---|---|---|---|---|---|
| | Ream. | Quire. | Ream. | Quire. | Ream. | Quire. |
| Flat Cap.....16 lb. | $ | $ | $ | $ | $ | $ |
| Flat Cap.....18 lb. | | | | | | |
| Flat Cap.....20 lb. | | | | | | |
| Demy.....28 lb. | | | | | | |
| Medium.....32 lb. | | | | | | |
| Royal.....42 lb. | | | | | | |
| Super Royal..52 lb. | | | | | | |
| Imperial.....65 lb. | | | | | | |
| Double Cap ..32 lb. | | | | | | |
| Double Cap ..36 lb. | | | | | | |
| Double Cap ..40 lb. | | | | | | |

BRASS RULE DIAGONAL HEADINGS, justified to fit ruled red vertical lines, should be charged only on time, with the addition of the value of all rule cut and wasted.

BRASS RULE LINES throughout a Heading in place of vertical red lines, should be priced by the same rate. Brass rules are economical only in very long editions, and where the ruling is excessively complex.

ALTERATIONS IN HEADINGS, such as are sometimes required for Military, Post Office and Insurance Books, are very expensive. They should be done on the hand press, and the time of both compositor and pressman must be charged, until the work is completed, at the rate of 75 cents each per hour.

BILL BOOKS, HOTEL REGISTERS, TIME BOOKS, and plain Headings of a similar nature, when done for publishers or blank-book makers in quantities of not less than three reams, may be rated at $2.00 per ream for Medium and all smaller sizes; for larger sheets $2.50. If paper is badly ruled, so that it cannot be fed readily in register, $4.00 per ream will be insufficient.

PRINTING ON FEINT LINES, is more difficult both in composition and presswork than the printing of Headings. It is not possible to price such work exactly. For a broad measure, $2.00 per 1000 ems of composition would be ample; for a narrow measure, $3.00 might not be enough.

BERTH LISTS, with plain figures only, on a Flat Cap page, at $1.25 per column; Demy, $1.50; Medium, $2.00. For justified letters or figures, double price or more.

## PRICES OF LEDGER PAPERS.

| Qualities. | N Paper. | | M Paper. | | Perfect Paper. | |
|---|---|---|---|---|---|---|
| | Ream. | Quire. | Ream. | Quire. | Ream. | Quire. |
| Flat Cap.....16 lb. | $4.80 | $ .24 | $5.60 | $ .28 | $6.40 | $ .32 |
| Flat Cap.....18 lb. | 5.40 | .27 | 6.30 | .32 | 7.20 | .36 |
| Flat Cap.....20 lb. | .... | .... | 7.00 | .35 | 8.00 | .40 |
| Demy.....28 lb. | 9.00 | .45 | 11.30 | .57 | 12.30 | .67 |
| Medium.....32 lb. | .... | .... | 16.00 | .80 | 17.40 | .87 |
| Royal.....42 lb. | .... | .... | 20.00 | 1.00 | 22.70 | 1.14 |
| Super Royal..52 lb. | .... | .... | 26.60 | 1.33 | 29.40 | 1.47 |
| Imperial.....65 lb. | .... | .... | 36.00 | 1.80 | 38.70 | 1.93 |
| Double Cap ..32 lb. | 9.60 | .48 | 11.20 | .56 | 12.80 | .64 |
| Double Cap ..36 lb. | 10.00 | .54 | 12.60 | .63 | 14.40 | .72 |
| Double Cap ..40 lb. | .... | .... | 14.00 | .70 | 16.00 | .80 |

For Prices per 100 sheets see Fractional sizes of Paper.

It is customary to make up Blank Books by the Quire, and the prices of the following tables are entirely by the Quire. On Single Books, and all first-class work, the Quire should consist of 22 sheets. For common work in quantities, in which competition has lowered the standard beyond a possibility of recovery, it is not safe to allow more than 18 sheets to the Quire. See page 41.

# BLANK BOOKS.

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Qualities. | Flat Cap. | | Demy. | | Folio Post or Medium. | |
|---|---|---|---|---|---|---|
| HALF BOUND. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. |
| Roan, paper sides | $ | $ | $ | $ | $ | $ |
| Roan, muslin sides | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides | | | | | | |
| THREE-QUARTERS BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Sheep, paper sides | $ | $ | $ | $ | $ | $ |
| Sheep, muslin sides | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides | | | | | | |
| Russia, sheep sides | | | | | | |
| FULL BOUND. | | | | | | |
| Full Roan, spring back | | | | | | |
| Full Roan, tight back | | | | | | |
| Sheep, spring back | | | | | | |
| Sheep, smooth or rough | | | | | | |
| Sheep, Russia corners | | | | | | |
| Plain Russia bands | | | | | | |
| Extra Russia bands | | | | | | |
| Full Russia, plain | | | | | | |
| Full Russia, panelled | | | | | | |
| Extra bands and fronts | | | | | | |
| Sheep covers | | | | | | |
| Canvas covers | | | | | | |
| Bill Book, half bound | | | | | | |
| Bill Book, half Russia | | | | | | |
| Bill Book, full sheep | | | | | | |
| Index, full roan | | | | | | |
| Index, quarter bound | | | | | | |
| One quire, quarter bound | | | | | | |

# BLANK BOOKS.

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Qualities. | Flat Cap. | | Demy. | | Folio Post or Medium. | |
|---|---|---|---|---|---|---|
| HALF BOUND. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. |
| Roan, paper sides | $1.50 | $.20 | $2.10 | $.25 | $2.75 | $.30 |
| Roan, muslin sides | 1.65 | .20 | 2.50 | .25 | 3.25 | .30 |
| Russia, paper sides | 2.00 | .20 | 3.25 | .25 | 4.25 | .30 |
| Russia, muslin sides | 2.25 | .20 | 3.50 | .25 | 3.40 | .30 |
| THREE-QUARTERS BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Sheep, paper sides | $2.40 | $.25 | $4.20 | $.30 | $4.75 | $.45 |
| Sheep, muslin sides | 2.65 | .25 | 4.65 | .30 | 5.75 | .45 |
| Russia, paper sides | 2.90 | .25 | 5.00 | .30 | 7.00 | .45 |
| Russia, muslin sides | 3.40 | .25 | 5.50 | .30 | 7.50 | .45 |
| Russia, sheep sides | 3.75 | .25 | 6.00 | .30 | 8.00 | .45 |
| FULL BOUND. | | | | | | |
| Full Roan, spring back | 3.25 | .25 | 5.00 | .30 | 7.00 | .45 |
| Full Roan, tight back | 2.50 | .20 | 3.50 | .25 | 4.25 | .30 |
| Sheep, spring back | 2.40 | .25 | 4.00 | .30 | 5.00 | .45 |
| Sheep, smooth or rough | 2.60 | .25 | 4.25 | .30 | 5.75 | .45 |
| Sheep, Russia corners | 3.25 | .25 | 4.75 | .30 | 6.25 | .45 |
| Plain Russia bands | 5.00 | .25 | 7.60 | .40 | 9.25 | .50 |
| Extra Russia bands | 7.60 | .30 | 10.00 | .40 | 12.00 | .50 |
| Full Russia, plain | 7.60 | 30 | 10.00 | .40 | 12.00 | .50 |
| Full Russia, panelled | 9.25 | .35 | 12.00 | .40 | 13.50 | .50 |
| Extra bands and fronts | 8.00 | .30 | 11.00 | .40 | 12.50 | .50 |
| Sheep covers | 1.75 | .... | 2.10 | .... | 2.90 | .... |
| Canvas covers | 1.25 | .... | 1.50 | .... | 2.00 | .... |
| Bill Book, half bound | 2 40 | .... | 3.20 | .... | 4.00 | .... |
| Bill Book, half Russia | 3.00 | .30 | 4.25 | .35 | 5.00 | .50 |
| Bill Book, full sheep | 2.50 | .30 | 3.60 | .35 | 4.25 | .50 |
| Index, full roan | 1.75 | .... | 2.15 | .... | 2.50 | .... |
| Index, quarter bound | .75 | .... | 1.00 | .... | 1.50 | .... |
| One quire, quarter bound | .75 | .... | 1.00 | .... | 1.50 | .... |

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Qualities. | Royal or Double Cap. | | Super Royal or Dbl. Demy. | | Imperial. | |
|---|---|---|---|---|---|---|
| HALF BOUND. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. | Four Quires. or less. | Every added Quire. |
| Roan, paper sides, each..... | $ | $ | $ | $ | $ | $ |
| Roan, muslin sides..... | | | | | | |
| Russia, paper sides..... | | | | | | |
| Russia, muslin sides..... | | | | | | |
| THREE-QUARTERS BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Sheep, paper sides..... | | | | | | |
| Sheep, muslin sides..... | | | | | | |
| Russia, paper sides..... | | | | | | |
| Russia, muslin sides..... | | | | | | |
| Russia, sheep sides..... | | | | | | |
| FULL BOUND. | | | | | | |
| Sheep, smooth or rough..... | | | | | | |
| Sheep, Russia corners ..... | | | | | | |
| Plain Russia bands..... | | | | | | |
| Extra Russia bands..... | | | | | | |
| Full Russia, plain..... | | | | | | |
| Full Russia, panelled..... | | | | | | |
| Extra bands and fronts..... | | | | | | |
| Sheep covers..... | | | | | | |
| Canvas covers..... | | | | | | |

## MARBLING BOOK EDGES.

Orders of 100 or more.

| Sizes. | Per 100. | Sizes. | Per 100. |
|---|---|---|---|
| Medium Quarto, 9 × 12 . | $ | Crown Octavo, 5¼ × 8 . | $ |
| Demy Quarto, 8 × 10½. | | Medium 12mo, 5 × 7½. | |
| Flat Cap Quarto, 7 × 8½. | | Medium 18mo, 4 × 6⅓. | |
| Royal Octavo, 7 × 11 . | | Medium 24mo, 3½ × 5¼. | |
| Medium Octavo, 6 × 9½. | | Medium 32mo, 3 × 4½. | |

Smaller lots at higher rates. No single book less than 25 cents.

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Qualities. | Royal or Double Cap. | | Super Royal or Dbl. Demy. | | Imperial. | |
|---|---|---|---|---|---|---|
| HALF BOUND. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. |
| Roan, paper sides, each | $3.00 | $.40 | $3.30 | $.45 | $4.40 | $.50 |
| Roan, muslin sides | 3.75 | .40 | 4.00 | .45 | 5.00 | .50 |
| Russia, paper sides | 5.20 | .40 | 6.00 | .45 | 7.50 | .50 |
| Russia, muslin sides | 5.50 | .40 | 6.50 | .45 | 8.00 | .50 |
| THREE-QUARTERS BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires. or less. | Every added Quire. |
| Sheep, paper sides | 6.25 | .55 | 7.75 | .55 | 9.25 | .60 |
| Sheep, muslin sides | 7.20 | .55 | 8.40 | .55 | 10.50 | .60 |
| Russia, paper sides | 9.25 | .55 | 10.75 | .55 | 11.75 | .60 |
| Russia, muslin sides | 9.75 | .55 | 11.75 | .55 | 13.00 | .60 |
| Russia, sheep sides | 10.50 | .55 | 12.75 | .55 | 13.50 | .60 |
| FULL BOUND. | | | | | | |
| Sheep, smooth or rough | 7.50 | .55 | 9.00 | .55 | 10.00 | .60 |
| Sheep, Russia corners | 7.75 | .55 | 9.50 | .55 | 12.25 | .60 |
| Plain Russia bands | 12.00 | .60 | 13.50 | .60 | 17.00 | .60 |
| Extra Russia bands | 13.50 | .60 | 17.00 | .60 | 20.00 | 1.20 |
| Full Russia, plain | 13.50 | .60 | 17.00 | .60 | 20.00 | 1.20 |
| Full Russia, panelled | 15.00 | .60 | 18.75 | .60 | 22.50 | 1.20 |
| Extra bands and fronts | 14.00 | .60 | 17.50 | .60 | 21.00 | 1.20 |
| Sheep covers | 3.50 | .... | 4.00 | .... | 4.25 | .... |
| Canvas covers | 2.25 | .... | 2.75 | .... | 3.50 | .... |

All these prices for Binding and Ruling include only ordinary patterns of Ruling, like those of common Journals and Ledgers. Where more than One Head is struck, where Triple Lines or Unit Lines are inserted, an advance price will be required.

## MARBLING BOOK EDGES.

Orders of 100 or more.

| Sizes. | Per 100. | Sizes. | Per 100. |
|---|---|---|---|
| Medium Quarto, 9 × 12 | $1.60 | Crown Octavo, 5¼ × 8 | $1.00 |
| Demy Quarto 8 × 10½ | 1.25 | Medium 12mo, 5 × 7½ | 1.00 |
| Flat Cap Quarto, 7 × 8½ | 1.00 | Medium 18mo, 4 × 6⅓ | .90 |
| Royal Octavo, 7 × 11 | 1.00 | Medium 24mo, 3½ × 5¼ | .80 |
| Medium Octavo, 6 × 9½ | 1.00 | Medium 32mo, 3 × 4½ | .80 |

Smaller lots at higher rates. No single book less than 25 cents.

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling in Large Quantities.

| Qualities. | Flat Cap. Six Reams or more. | | Demy. Four Reams or more. | | Medium. Three Reams or more. | |
|---|---|---|---|---|---|---|
| HALF BOUND. No Book rated less than Three Quires. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. |
| Roan, paper sides | $ | $ | $ | $ | $ | $ |
| Roan, muslin sides, extra | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides, extra | | | | | | |
| | Twenty Books or more. | | Ten Books or more. | | Ten Books or more. | |
| THREE-QUARTERS BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Sheep, paper sides | $ | $ | $ | $ | $ | $ |
| Sheep, muslin sides | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides | | | | | | |
| Russia, sheep sides | | | | | | |
| FULL BOUND. | | | | | | |
| Full Roan, spring back | | | | | | |
| Full Roan, tight back | | | | | | |
| Full Sheep, spring back | | | | | | |
| Sheep, smooth or rough | | | | | | |
| Full Sheep, Russia corners | | | | | | |
| Plain Russia bands | | | | | | |
| Extra Russia bands | | | | | | |
| Full Russia | | | | | | |
| Extra bands and fronts | | | | | | |
| Imitation Russia bands | | | | | | |

Extra Ruling, according to ability of workman...per hour.. cts. @ $
Ruling Unit Lines extra.....per book.....
Ruling Short Accounts extra.....per book.....
CUTTING INDEXES, two letters to leaf.....per book.....
" " one letter to leaf.....per book.....
INDEXING Cap or smaller Books, 4 quires.....
" Cap or smaller Books, every added quire.....
" Demys and larger Books, 2 quires.....
" Demys and larger Books, every added quire.....

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling in Large Quantities.

| Qualities. | Flat Cap. Six Reams or more. | | Demy. Four Reams or more. | | Medium. Three Reams or more. | |
|---|---|---|---|---|---|---|
| HALF BOUND. No Book rated less than Three Quires. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. |
| Roan, paper sides | $.18 | $ .. | $.28 | $ .. | $.35 | $ .. |
| Roan, muslin sides, extra | .. | .18 | .. | .28 | .. | .40 |
| Russia, paper sides | .30 | .. | .40 | .. | .52 | .. |
| Russia, muslin sides, extra | .. | .18 | .. | .28 | .. | .46 |
| THREE-QUARTERS BOUND. | Twenty Books or more. | | Ten Books or more. | | Ten Books or more. | |
| | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Sheep, paper sides | $1.68 | $.24 | $3.25 | $.24 | $4.00 | $.30 |
| Sheep, muslin sides | 1.92 | .24 | 3.60 | .24 | 4.38 | .30 |
| Russia, paper sides | 2.16 | .26 | 3.90 | .30 | 5.00 | .35 |
| Russia, muslin sides | 2.52 | .26 | 4.00 | .30 | 5.60 | .35 |
| Russia, sheep sides | 2.94 | .26 | 4.68 | .20 | 6.00 | .35 |
| FULL BOUND. | | | | | | |
| Full Roan, spring back | 2.52 | .24 | 4.50 | .24 | 5.40 | .30 |
| Full Roan, tight back | 1.80 | .18 | 3.25 | .24 | 3.50 | .30 |
| Full Sheep, spring back | 1.80 | .22 | 3.25 | .24 | 4.00 | .30 |
| Sheep, smooth or rough | 2.10 | .24 | 3.60 | .24 | 4.65 | .30 |
| Full Sheep, Russia corners | 2.25 | .24 | 3.60 | .24 | 4.65 | .30 |
| Plain Russia bands | 3.90 | .26 | 6.25 | .30 | 7.80 | .35 |
| Extra Russia bands | 6.25 | .26 | 9.00 | .30 | 10.00 | .35 |
| Full Russia | 6.25 | .26 | 9.00 | .30 | 10.00 | .35 |
| Extra bands and fronts | 6.60 | .26 | 9.36 | .30 | 11.00 | .35 |
| Imitation Russia bands | 3.00 | .24 | 4.50 | .24 | 6.00 | .30 |

Extra Ruling, according to ability of workman...per hour..75 cts. @ $1.00
Ruling Unit Lines extra.....per book..... .75
Ruling Short Accounts extra.....per book..75 cts. @ 1.00
CUTTING INDEXES, two letters to leaf.....per book..... .15
" " one letter to leaf.....per book..... .18
INDEXING Cap or smaller Books, 4 quires..... .35
" Cap or smaller Books, every added quire..... .15
" Demys and larger Books, 2 quires..... .35
" Demys and larger Books, every added quire..... .15

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling in Large Quantities.

| Qualities. | Royal. Three Reams or more. | | Super Royal. Three Reams or more. | | Imperial. Three Reams or more. | |
|---|---|---|---|---|---|---|
| HALF BOUND. No Book rated less than Three Quires. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. |
| Roan, paper sides | $ | $ | $ | $ | $ | $ |
| Roan, muslin sides, extra | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides, extra | | | | | | |
| | Ten Books or more. | | Ten Books or more. | | Ten Books or more. | |
| THREE-QUARTERS BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Sheep, paper sides | $ | $ | $ | $ | $ | $ |
| Sheep, muslin sides | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides | | | | | | |
| Russia, sheep sides | | | | | | |
| FULL BOUND. | | | | | | |
| Full Roan, spring back | | | | | | |
| Full Roan, tight back | | | | | | |
| Full Sheep, spring back | | | | | | |
| Sheep, smooth or rough | | | | | | |
| Full Sheep, Russia corners | | | | | | |
| Plain Russia bands | | | | | | |
| Extra Russia bands | | | | | | |
| Full Russia | | | | | | |
| Extra bands and fronts | | | | | | |
| Imitation Russia bands | | | | | | |

## PAGING BLANK BOOKS,

Or Consecutive Numbering on Tickets, Checks, or other Blanks, in quantities.

| | Per 100 Numbers. | | Per 100 Numbers. |
|---|---|---|---|
| Flat Cap | cents. | Super Royal | cents. |
| Demy | " | Imperial | " |
| Medium | " | Double Cap | " |
| Royal | " | Double Cap Checks | " |

## FOLIO BLANK BOOKS.

Prices for Binding and Ruling in Large Quantities.

| Qualities. | Royal. Three Reams or more. | | Super Royal. Three Reams or more. | | Imperial. Three Reams or more. | |
|---|---|---|---|---|---|---|
| HALF BOUND. No Book rated less than Three Quires. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. |
| Roan, paper sides | $.40 | $ .. | $.55 | $ .. | $ .70 | $ .. |
| Roan, muslin sides, extra | .. | .46 | .. | .62 | .. | .86 |
| Russia, paper sides | .60 | .. | .75 | .. | 1.10 | .. |
| Russia, muslin sides, extra | .. | .52 | .. | .63 | .. | .92 |
| | Ten Books or more. | | Ten Books or more. | | Ten Books or more. | |
| THREE-QUARTERS BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Sheep, paper sides | $5.00 | $.35 | $6.10 | $.40 | $7.20 | $.48 |
| Sheep, muslin sides | 5.50 | .35 | 6.75 | .40 | 8.10 | .48 |
| Russia, paper sides | 7.35 | .40 | 8.60 | .47 | 9.35 | .54 |
| Russia, muslin sides | 8.00 | .40 | 9.35 | .47 | 10.30 | .54 |
| Russia, sheep sides | 9.00 | .40 | 10.00 | .47 | 11.50 | .54 |
| FULL BOUND. | | | | | | |
| Full Roan, spring back | 6.80 | .40 | 8.65 | .47 | 10.80 | .54 |
| Full Roan, tight back | 4.10 | .40 | 5.75 | .40 | 8.00 | .50 |
| Full Sheep, spring back | 5.00 | .40 | 6.50 | .40 | 8.65 | .60 |
| Sheep, smooth or rough | 5.40 | .40 | 6.85 | .40 | 9.00 | .60 |
| Full Sheep, Russia corners | 5.40 | .40 | 6.85 | .40 | 9.00 | .60 |
| Plain Russia bands | 9.00 | .47 | 10.90 | .47 | 13.25 | .90 |
| Extra Russia bands | 11.30 | .47 | 13.25 | .47 | 15.50 | .90 |
| Full Russia | 11.30 | .47 | 13.25 | .47 | 15.50 | .90 |
| Extra bands and fronts | 12.00 | .47 | 14.00 | .47 | 17.00 | .90 |
| Imitation Russia bands | 8.20 | .40 | 9.00 | .40 | 10.90 | .75 |

## PAGING BLANK BOOKS,

Or Consecutive Numbering on Tickets, Checks, or other Blanks, in quantities.

| | Per 100 Numbers. | | Per 100 Numbers. |
|---|---|---|---|
| Flat Cap | 5 cents. | Super Royal | 10 cents. |
| Demy | 7 " | Imperial | 11 " |
| Medium | 8 " | Double Cap | 12 " |
| Royal | 9 " | Double Cap Checks | 10 " |

Single Books should be at an advance on these rates. Very large orders may be taken at a slight reduction.

Bank Books, when numbered on cover, in large type, by hand press, at $1.00 per Hundred; in large quantities, at 90 cents per Hundred.

## QUARTO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Qualities. | Flat Cap. | | Demy. | | Medium. | |
|---|---|---|---|---|---|---|
| QUARTER BOUND. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. |
| Paper sides | $ | $ | $ | $ | $ | $ |
| HALF BOUND. | | | | | | |
| Roan, paper sides | | | | | | |
| Roan, muslin sides | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides | | | | | | |
| THREE-QUARTERS BOUND. | | | | | | |
| Roan, paper sides | | | | | | |
| Roan, muslin sides | | | | | | |
| Russia, paper sides | | | | | | |
| Russia, muslin sides | | | | | | |
| Full Sheep | | | | | | |
| Full Sheep and corners | | | | | | |
| Plain Russia bands | | | | | | |
| Extra Russia bands | | | | | | |
| Full Russia bands | | | | | | |
| IN LARGE QUANTITIES. HALF BOUND. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. |
| Roan, paper sides | $ | $ | $ | $ | $ | $ |
| Roan, muslin sides | | | | | | |
| Long Quarto, paper sides | .18 | | | | | |
| FULL BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Full Sheep | $ | $ | | $ | $ | $ |
| Sheep and corners | | | | | | |
| Plain bands | | | | | | |

RULING SHORT ACCOUNTS, extra, Quarto.....per book.. cts. @ $

INDEX IN LEDGER, extra.....per book.....

LOG BOOKS, in quantities, half bound, Folio.....

" " in quantities, half bound, Quarto.....

SAVINGS BANK BOOKS, paper covers, each.....

GUARD BOOKS, Quarto Medium, 150 leaves, half bound, paper sides.

" " Folio, 200 leaves, half bound, paper sides.....

## QUARTO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Qualities. | Flat Cap. | | Demy. | | Medium. | |
|---|---|---|---|---|---|---|
| QUARTER BOUND. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. | Four Quires or less. | Every added Quire. |
| Paper sides | $ .65 | $ | $ .80 | $ | $ .90 | $ |
| HALF BOUND. | | | | | | |
| Roan, paper sides | 1.00 | .13 | 1.35 | .17 | 1.60 | .20 |
| Roan, muslin sides | 1.15 | .13 | 1.50 | .17 | 1.75 | .20 |
| Russia, paper sides | 1.50 | .13 | 2.00 | .17 | 2.40 | .20 |
| Russia, muslin sides | 1.75 | .13 | 2.40 | .17 | 2.65 | .20 |
| THREE-QUARTERS BOUND. | | | | | | |
| Roan, paper sides | 2.00 | .15 | 2.35 | .20 | 2.65 | .25 |
| Roan, muslin sides | 2.15 | .15 | 2.65 | .20 | 3.00 | .25 |
| Russia, paper sides | 2.50 | .15 | 3.00 | .20 | 3.25 | .25 |
| Russia, muslin sides | 2.85 | .15 | 3.40 | .20 | 3.60 | .25 |
| Full Sheep | 2.00 | .15 | 2.65 | .20 | 2.75 | .25 |
| Full Sheep and corners | 2.35 | .15 | 3.00 | .20 | 3.10 | .25 |
| Plain Russia bands | 3.35 | .15 | 5.00 | .25 | 5.50 | .30 |
| Extra Russia bands | 5.00 | .. | 6.50 | .25 | 8.00 | .30 |
| Full Russia bands | 5.00 | .. | 6.50 | .25 | 8.00 | .30 |
| IN LARGE QUANTITIES. HALF BOUND. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. | Per Quire. | Extra per Book. |
| Roan, paper sides | $ .14 | $ | $ .18 | $ | $ .24 | $ |
| Roan, muslin sides | .. | .10 | .. | .15 | .. | .18 |
| Long Quarto, paper sides | .18 | .. | .. | .. | .. | .. |
| FULL BOUND. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. | Six Quires or less. | Every added Quire. |
| Full Sheep | $1.45 | $.22 | 1.62 | $.24 | $2.00 | $.30 |
| Sheep and corners | 1.80 | .22 | 2.00 | .24 | 2 40 | .30 |
| Plain bands | 2.50 | .22 | 3.60 | .30 | 4.65 | .30 |

RULING SHORT ACCOUNTS, extra, Quarto.....per book..... $ .50
INDEX IN LEDGER, extra.....per book..... .10
LOG BOOKS, in quantities, half bound, Folio..... .85
" " in quantities, half bound, Quarto..... .45
SAVINGS BANK BOOKS, paper covers, each..... .3
GUARD BOOKS, Quarto Medium, 150 leaves, half bound, paper sides. 2.50
" " Folio, 200 leaves, half bound, paper sides..... 3.00

## OCTAVO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Single Books. | Flat Cap. | | Demy. | | Medium. | |
|---|---|---|---|---|---|---|
| Full Roan, turned in, each..... | $ | | $ | | $ | |
| Full Roan, cut flush..... | | | | | | |
| In Quantities. | 8 Sheets. | 16 Sheets. | 8 Sheets. | 16 Sheets. | 8 Sheets. | 16 Sheets. |
| Full Roan, turned in..... | $ | $ | $ | $ | $ | $ |
| Full Roan, cut flush..... | | | | | | |
| Full Sheep, turned in..... | | | | | | |
| Full Sheep, cut flush..... | | | | | | |
| Blank Books, skiver covers..... | $ | | $ | | $ | |
| Pass Books, skiver covers..... | | | | | | |

Lettering each Title on back of book.....$
" New Blank Title.....
" Side Title, two lines or less, with border line.....
" Side Title, every added line.....
" Side Title, one line, no border.....
" Side Title, every added line.....

## BINDING, WITHOUT RULING

Single Books, or Books in small quantities.

| Qualities. | Flat Cap. | Demy. | Medium. | Royal or Dbl. Cap | Super Royal. | Imperial. |
|---|---|---|---|---|---|---|
| Half Bound, Paper Sides. | | | | | | |
| Folio, Two Leaves to Sheet..... | $ | $ | $ | $ | $ | $ |
| Quarto, Four " " ..... | | | | | | |
| Six-mo, Six " " ..... | | | | | | |
| Octavo, Eight " " ..... | | | | | | |
| Half Bound, Cloth Sides. | | | | | | |
| Folio, Two Leaves to Sheet..... | | | | | | |
| Quarto, Four " " ..... | | | | | | |
| Six-mo, Six " " ..... | | | | | | |
| Octavo, Eight " " ..... | | | | | | |
| Full Roan, Tight Back. | | | | | | |
| Folio, Two Leaves to Sheet..... | | | | | | |
| Quarto, Four " " ..... | | | | | | |
| Six-mo, Six " " ..... | | | | | | |
| Octavo, Eight " " ..... | | | | | | |

## OCTAVO BLANK BOOKS.

Prices for Binding and Ruling Single Books or Books in Small Quantities.

| Single Books. | Flat Cap. | | Demy. | | Medium. | |
|---|---|---|---|---|---|---|
| Full Roan, turned in, each..... | $1.00 | | $1.25 | | $1.50 | |
| Full Roan, cut flush..... | .80 | | 1.00 | | 1.20 | |
| In Quantities. | 8 Sheets. | 16 Sheets. | 8 Sheets. | 16 Sheets. | 8 Sheets. | 16 Sheets. |
| Full Roan, turned in..... | $.36 | $.45 | $.50 | $.60 | $.65 | $.75 |
| Full Roan, cut flush..... | .30 | .36 | .36 | .45 | .50 | .58 |
| Full Sheep, turned in..... | .30 | .36 | .36 | .45 | .50 | .58 |
| Full Sheep, cut flush..... | .18 | .30 | .30 | .36 | .42 | .50 |
| Blank Books, skiver covers..... | $ .15 | | $ .18 | | $ .22 | |
| Pass Books, skiver covers..... | .12 | | .15 | | .18 | |

Lettering each Title on back of book..... $ .15
" New Blank Title..... .10
" Side Title, two lines or less, with border line..... .40
" Side Title, every added line..... .15
" Side Title, one line, no border..... .25
" Side Title, every added line..... .15

## BINDING, WITHOUT RULING

Single Books, or Books in small quantities.

| Qualities. | Flat Cap. | Demy. | Medium. | Royal or Dbl. Cap | Super Royal. | Imperial. |
|---|---|---|---|---|---|---|
| Half Bound, Paper Sides. | | | | | | |
| Folio, Two Leaves to Sheet..... | $1.25 | $1.50 | $1.75 | $2.00 | $2.50 | $3.00 |
| Quarto, Four " " ..... | .90 | 1.00 | 1.10 | 1.25 | 1.50 | 1.75 |
| Six-mo, Six " " ..... | .75 | .80 | .90 | 1.00 | 1.10 | 1.25 |
| Octavo, Eight " " ..... | .50 | .60 | .70 | .80 | .90 | 1.00 |
| Half Bound, Cloth Sides. | | | | | | |
| Folio, Two Leaves to Sheet..... | 1.50 | 1.75 | 2.10 | 2.50 | 3.00 | 3.50 |
| Quarto, Four " " ..... | 1.00 | 1.15 | 1.25 | 1.50 | 1.80 | 2.20 |
| Six-mo, Six " " ..... | .90 | 1.00 | 1.10 | 1.25 | 1.40 | 1.60 |
| Octavo, Eight " " ..... | .60 | .75 | .90 | 1.00 | 1.10 | 1.20 |
| Full Roan, Tight Back. | | | | | | |
| Folio, Two Leaves to Sheet..... | 2.00 | 2.60 | 3.25 | 4.00 | 4.75 | 5.75 |
| Quarto, Four " " ..... | 1.50 | 1.75 | 2.00 | 2.25 | 3.00 | 3.50 |
| Six-mo, Six " " ..... | 1.00 | 1.25 | 1.50 | 1.75 | 2.00 | 2.25 |
| Octavo, Eight " " ..... | .80 | 1.00 | 1.25 | 1.50 | 1.75 | 2.00 |

## TUCK MEMORANDUMS.

Plain tuck, one pocket and pencil loop. The prices are for cases only, and do not include the folding of the sheets, or the sewing or inserting.

| 100 or more. | Roan. | Imitation Morocco. | Morocco. |
|---|---|---|---|
| Cap Eighteen-mo .....2¾ × 4 inches.. | $14.00 | $18.00 | $30.00 |
| Cap Twelve-mo.....3¼ × 4⅞ inches.. | 18.00 | 23.00 | 40.00 |
| Cap Octavo.....4 × 6 inches.. | 23.50 | 28.00 | 58.00 |
| Crown Octavo.....4⅜ × 6¾ inches.. | 27.00 | 32.50 | 70.00 |
| Demy Octavo.....5⅛ × 7½ inches.. | 33.00 | | |
| Cap Long Octavo.....3⅜ × 6¾ inches.. | 23.00 | 28.00 | 59.00 |
| Crown Long Octavo...3¾ × 8⅛ inches.. | 28.00 | 33.00 | 70.00 |
| Narrow Octavo ..... | 20.00 | 26.00 | 49.00 |

# RULING.

Prices for Feint and Red are for ordinary Journal Patterns, struck once only.

| Quantities. | Flat Cap. | Demy. | Medium or Folio Post. | Royal or Dbl. Cap. | Super Royal. | Imperial. |
|---|---|---|---|---|---|---|
| Half Ream: Feint Line only.... | $ | $ | $ | $ | $ | $ |
| Feint and Red..... | | | | | | |
| One Ream: Feint Line only.... | | | | | | |
| Feint and Red..... | | | | | | |

Extra price will be required for Ruling Unit lines, or for Complex Patterns. Complex Patterns should be rated on time, at cents to $ per hour, according to the wages and ability of the ruler.

## RULING BILLHEADS.

| Flat Cap Size. | Half Ream. | One Ream. | Twelve Reams per ream. | Twenty Reams per ream. |
|---|---|---|---|---|
| Plain Head, assorted sizes..... | $ | $ | $ | $ |
| Triple Head, " " ..... | | | | |

Small quantities at the rate of cents per 100. No order rated less than cents.

## MISCELLANEOUS BLANKS, FLAT CAP SIZE.

| Briefs. | per ream. | Entries. | per ream. |
|---|---|---|---|
| Plain Marginal Lines..... | $ | One to Sheet..... | $ |
| Triple " " ..... | | Two to Sheet..... | |
| Struck each side..... | | Three to Sheet..... | |
| **Consular Paper.** | | **Insurance Policies.** | |
| Five Reams, or less..... | $ | Feint Lines only..... | $ |
| Over Five Reams ..... | | Fancy Head, etc..... | |

**Law Blanks.**

Flat Cap Size, per ream.....$$ | Folio Post, per ream .....$

## RULING FOLDED PAPERS, NOTE TO FOOLSCAP.

| Qualities. | Half Ream. | One Ream. | Ten Reams per ream. | Twenty Reams per ream. |
|---|---|---|---|---|
| Common Paper: Feint Line only.... | $ | $ | $ | $ |
| Feint and Red Lines. | | | | |
| Extra-thin Letter: Feint Line only.. | | | | |
| Feint and Red Lines. | | | | |
| Extra-thin Folio: Feint Lines only.. | | | | |
| Feint and Red Lines. | | | | |

# RULING.

Prices for Feint and Red are for ordinary Journal Patterns, struck once only.

| Quantities. | Flat Cap. | Demy. | Medium or Follo Post. | Royal or Dbl. Cap. | Super Royal. | Imperial. |
|---|---|---|---|---|---|---|
| Half Ream: Feint Line only.... | $ .50 | $ .60 | $ .75 | $1.00 | $1.25 | $1.50 |
| Feint and Red..... | 1.00 | 1.10 | 1.50 | 2.50 | 3.00 | 3.50 |
| One Ream: Feint Line only.... | .65 | .87 | 1.10 | 1.50 | 1.70 | 2.20 |
| Feint and Red..... | 1.37 | 1.87 | 2.35 | 3.40 | 4.20 | 4.75 |

Extra price will be required for Ruling Unit lines, or for Complex Patterns. Complex Patterns should be rated on time, at 75 cents to $1.00 per hour, according to the wages and ability of the ruler.

## RULING BILLHEADS.

| Flat Cap Size. | Half Ream. | One Ream. | Twelve Reams per ream. | Twenty Reams per ream. |
|---|---|---|---|---|
| Plain Head, assorted sizes..... | $ .90 | $1.25 | $ .90 | $ .80 |
| Triple Head, " " ..... | 1.00 | 1.60 | 1.20 | 1.00 |

Small quantities at the rate of 15 cents per 100. No order rated less than 50 cents.

## MISCELLANEOUS BLANKS, FLAT CAP SIZE.

**Briefs.**

| | per ream. |
|---|---|
| Plain Marginal Lines..... | $1.40 |
| Triple " " ..... | 1.75 |
| Struck each side..... | 2.50 |

**Entries.**

| | per ream. |
|---|---|
| One to Sheet..... | $1.40 |
| Two to Sheet..... | 1.75 |
| Three to Sheet..... | 2.50 |

**Consular Paper.**

| | per ream. |
|---|---|
| Five Reams, or less..... | $1.50 |
| Over Five Reams ..... | 1.25 |

**Insurance Policies.**

| | per ream. |
|---|---|
| Feint Lines only..... | $ .90 |
| Fancy Head, etc..... | 1.75 |

**Law Blanks.**

| | |
|---|---|
| Flat Cap Size, per ream.....$$ | .75 |
| Folio Post, per ream ..... | $1.00 |

## RULING FOLDED PAPERS, NOTE TO FOOLSCAP.

| Qualities. | Half Ream. | One Ream. | Ten Reams per ream. | Twenty Reams per ream. |
|---|---|---|---|---|
| Common Paper: Feint Line only.... | $ .40 | $ .60 | $ .60 | $ .50 |
| Feint and Red Lines. | 1.00 | 1.50 | 1.20 | 1.00 |
| Extra-thin Letter: Feint Line only.. | .75 | 1.00 | .90 | .75 |
| Feint and Red Lines. | 1.75 | 2.25 | 1.50 | 1.25 |
| Extra-thin Folio: Feint Lines only.. | .... | 1.75 | 1.50 | 1.25 |
| Feint and Red Lines. | .... | 4.00 | 3.00 | 2.25 |

# PRINTING INKS.

If it were possible to contract for work, with permit to charge specifically for such Ink as would be used, it would be of advantage to the printer. This, however, is not the usual course. The printer's estimate must be fixed, and must include both Labor and Ink.

It is difficult to make such estimate with justice. Even those who have had large experience in the use of Colored Inks, and who have kept and consulted written records of the value of Ink used on previous jobs, often find themselves at fault in estimate.

There is great difference in Inks of apparently the same quality and at the same price. Some colored Inks contain much more color than others. If judiciously used, these full-bodied Inks will give much more service than thin-bodied Inks.

The Temperature affects the service of colors. On Poster or Flat-tint work, one pound of Red Ink in summer will cover as much surface as one and a half pounds in winter. A warm atmosphere softens the varnish, and allows the Ink to be spread in a thin and even film over the type. Cold weather stiffens the varnish, makes it more difficult to distribute, and compels the pressman to use it in larger quantity.

The Quality of Paper has a very marked influence. A thick, spongy or pulpy paper will imbibe Ink greedily. A dry rough-faced News does not imbibe it, but the Ink must either be piled on or forced in the paper. It will require from one-fourth to one-half more than a smooth Calendered paper. Straw paper, of fair make and smooth face, is well adapted for an economical consumption of Ink. It absorbs color less than any other quality of ordinary printing. Dry paper will use more color than damp paper, but a really wet or over-dampened paper will absorb more than either. The most favorable quality for a small consumption of Ink is a smooth Sized and Calendered, slightly dampened.

The Length of the Edition will vary the amount of Ink used. One pound of Carmine Ink may be barely sufficient to print 1000 impressions on a Show Card. A large portion of the color will be unavoidably wasted in the can and in charging the fountain. But an order of 5000 could be done with three and a half pounds, possibly with three pounds, for the greatest waste is chiefly on the first 1000 impressions.

The Pressman's Method of work has much to do with saving or waste of color. If he uses soft rollers, and makes ready with a light spongy impression against fine blanket or rubber cloth, he will use much more color than a pressman who prefers moderately firm rollers, and makes ready against a hard surface, with firm impression. If the pressman washes his rollers too frequently, or if he does not protect his Ink and ink fountains from dirt and dust, he may waste nearly as much color as he uses.

The Quantity of Color required is often a matter of Taste. One pressman will merely stain the paper, considering the presswork bad, if every hair-line is not thin, sharp and weak, almost to illegibility; while another,

aiming at brilliant effect and decided contrast, will use an excess of Ink, regardless of thick hair-lines, if he can preserve a solid and even color on the body marks of the letter.

The Surface Inked will produce the greatest variation in amount of color. A small margined duodecimo in solid bold-faced type, will use three times the ink of a double-leaded octavo in light-faced type. An ordinary Poster will use ten times the Ink of any book form; a flat surfaced Tint Block, with few white lines, will use twice as much as any Poster. This rapid increase in consumption of color, with the increase of surface inked, is always surprising to the novice, and is often the cause of many losses.

The Price at which Ink is sold does not always indicate its value. Special Inks are made for special purposes, for which purposes they are cheap and efficient, and outside of which they are both expensive and unsatisfactory. Ink made for Job work on dry paper is not economical when used for Book work on damp paper. The value of Ink must be determined quite as much by its extending or covering capacity as by its nominal price. The finest Black is the strongest of all colors, and although it is sold from $2.00 to $5.00 per pound, it is not an expensive color, when used for open type work. It is very bulky for its weight; the coloring matter in it is exceedingly light, and this color is mixed with as little varnish as is possible. The color is also better, it has more extending capacity, is more finely ground, wastes less and works cleaner than a cheap Ink. But when such expensive Ink is used on very solid black work, little or nothing is saved by its superior extending properties.

In hazarding estimates on work, the following observations on the probable value of Ink will be of service. But they should not be accepted as applicable to all cases. Differences in quality of inks, in the paper, the temperature, and the method of pressmen, must make variations in result.

## BLACK INKS.

On Common News and Rough Book Work, the value of Black Ink at 40 cents, used and wasted in printing a wet-down sheet of size 24 × 38 inches, or thereabouts, is a little less than 17 cents per 1000 impressions, or about 4 cents* per token of 250 impressions. If the sheet is over-colored, it will cost 6 cents; if it is under-colored, or if printed on damp calendered paper, (an unusual quality for this class of work), it will not cost 3 cents per token.

For Ordinary Book Work, using Ink at 60 cents, on smooth paper of size 24 × 38 inches, the average cost of Ink used and wasted will be about 6 cents per token; on dry and rough paper, it will reach 10 or 13 cents.

Fine Book or Pamphlet Presswork on damp sheets of calendered paper, of size 24 × 38, using Ink at $1.00, should have its average value rated at 10 cents per token for an ordinary edition. Upon a short edition,

* It is a popular belief that the Ink used for this class of work, on this size, does not exceed 3 cents per token. This is the ordinary reckoning, which is for Use only. But the Waste of this quality of Ink is rarely ever less than one-fifth, and it often approximates more closely to one-third of the amount purchased.

for which Ink is specially put in the fountain, and of which much is wasted, the cost will be from 15 to 25 cents per token. If the paper is a soft and spongy Book, cost for either quantity will be still higher.

Illustrated Catalogues, printed on medium sheets, 19 × 24 inches, on dry calendered paper, with cuts of large size and blackness, will use of Wood-cut Ink at $2.50 per pound, on an edition of 1000, at the rate of 60 cents to $1.00 per token. If the edition is of 5000 impressions, the value of Ink used will range from 40 cents to 70 cents per token. If cuts are very large or black, they may consume Ink, on an edition of 1000 copies, at the rate of $1.50 per token. If Ink at $3.00 or $5.00 is used, in place of Ink at $2.50, the price will increase, but not in true proportion—the more expensive color is finer, and has more extending capacity. These are prices for cuts of machinery. The amount of color used on this work is largely under the control of the pressman. He can use it freely or sparingly, at will, but with a corresponding effect of strength or weakness in the work.

Book Illustrations. The ordinary Illustrations of Books and Newspapers, when not too frequent, or too black, do not sensibly increase the consumption of Ink. It is not usual to make account of the value of ordinary Ink on this class of work. But when the cuts are numerous and are black, and fine Inks are used, the value of color used cannot be overlooked. On a large edition of work of this class the average value of Ink at $2.00, on a sheet 24 × 38 inches, will be 50 cents per token. Upon an edition of 1000, the cost of the same Ink would be more than $1.00 per token. A Double Royal sheet, 29 × 43 inches, on an edition of 20,000, with Ink at $3.00, with many cuts, has been worked at a cost of 53 cents per token for Ink; but this is a rare result, the economy being due as much to the skill of the pressman as to the length of the edition. If the edition had been 1000, the value of the Black Ink used and wasted would have been at the rate of $1.50 per token.

Posters. An ordinary Poster, 12 × 19 inches, will consume of Black Ink at 25 cents per pound, at the rate of 30 @ 40 cents per 1000 impressions, the quantity used depending upon the size of the type and the quality of the paper. Under the same conditions, a Poster 19 × 24 inches, will consume Black Ink of same quality at the rate of 75 cents @ $1.00 per 1000 impressions; a Poster 24 × 38 inches, from $1.25 to $2.00 per 1000 impressions. The value of the color used increases with the size of the sheet, and for this work, in greater proportion. The larger form has larger type, and the larger press wastes more color.

Tint Blocks. A solid Tint Block cut on pine, for a sheet 24 × 38 inches, with a few white lines, will use of 25 cent Ink, at the rate of $3.00 per 1000 impressions. If finer Inks are used, the advance in price will be nearly in strict proportion. For a sheet 24 × 38, of smooth thick paper, dry, printed on a Metal Tint-Plate, with Ink at $1.00 per pound, the cost of Ink will be $10.00 per 1000 impressions. For this class of work, a pound of fine Ink will do no more work than a pound of cheap Ink. On common flat work, a good Black Ink will permit a liberal reduction of body with varnish.

## BLUE INKS.

Many qualities of this color are used. The leading varieties are best known to printers as Light, Dark, Ultramarine and Bronze Blues. The Light has a limited use for flat surfaces and tints; the Ultramarine, for flat surfaces, tints, posters, and to some extent, in its finer qualities, on fine type; the Dark and Bronze Blues are most used for fine and light work, for which they are well adapted, having strong body, and in extending property being nearly equal to fine Black Ink.

Ultramarine is the favorite color for bright showy work. It is very bulky for its weight, and works well upon all flat surfaces. It is not a finely-ground color. The best qualities only are used for type, but they do not work with the freedom and smoothness of Dark or Bronze Blues. The prices range from 50 cents to $3.00 per pound.

Flat Surfaces. A flat-faced label, 9 × 14 inches, will consume of pure Ultramarine Blue at $1.00 per pound, at the rate of $3.00 per 1000 impressions. A flat tint block, 18 × 22 inches, on fair paper, will use of this color, when somewhat reduced with varnish, at the rate of $9.00 per 1000 impressions. A flat tint block of pine wood, made for paper 24 × 38 inches, will use of Ultramarine at 75 cents, largely reduced with varnish, at the rate of $15.00 per 1000 impressions.

Posters. For a Poster, 12 × 19 inches, on ordinary News, the value used of Ultramarine Ink at $1.00 will be at the rate of $2.00 per 1000 impressions; for a Poster, 19 × 24 inches, on Ultramarine Blue at 75 cents, $3.50 per 1000 impressions; for a Poster, 24 × 38 inches, on Ultramarine Blue at 75 cents, at the rate of $6.00 to $8.00 per 1000 impressions. Ink at 50 cents per pound would diminish the value of the color used, but not in ratio with the reduced price. The cheaper color is thinner, not so well ground, and is consumed more freely. If it is used on any but the largest type, it will not prove of marked economy.

Dark Blue and Bronze Blue are little used for posters or flat tints. If used in bulk, without reducing, they will be much more expensive than Ultramarine. When used on this kind of work, they are usually thinned with White Ink, Varnish, Turpentine, Benzine, etc., and sometimes with Magnesia. When used on light, open and fine work, the value of Dark or Bronze Blues, may be rated as about double that of the same quality of Black Ink.

## RED INKS.

Under this heading may be classified many qualities of scarlet and crimson color. The leading qualities are Vermilion, Lake and Carmine.

Vermilion Red, a pure scarlet, is the basis of the better qualities of the cheap reds in greatest use. Commoner qualities, such as are sold at 75 cents and $1.00 per pound, are largely mixed with cheaper colors. In its pure state, Vermilion is the densest, and, in extending property, the weakest of all colors. A pound of Vermilion Red at $3.00 per pound is about half the bulk of Fine Black at $1.00 per pound. Where the Black will yield color for 1000 impressions, the Vermilion Red will be used up with about 350

impressions. The value of the Red color, extending capacity considered, is about ten times as great as that of fine Black.

Lake Red, a deep crimson, is inferior to Black in extension, but will give treble the service of ordinary Vermilion. It is too expensive for most bold work, or for flat surfaces, nor does it produce as good an effect as pure Vermilion. It is largely used for fine work, for which it is well fitted.

Carmine, an intense and glowing crimson, is but little inferior to the finest Black in extending properties. It is one of the most expensive colors, and can be used to profit and with effect only on light and open work. For flat and solid work, the effect produced is but little superior to that of the finer Lakes, and is seldom worth the extra cost.

POSTERS. The value of Red Ink at $1.00 per pound, that will be used and wasted in printing 1000 Posters, 12 × 19 inches, may be rated at $3.00; on 1000 Posters, 19 × 24 inches, the value of color may be estimated at $5.00 @ $6.00 per 1000; on a Poster, 24 × 38 inches, at $9.00 @ $12.00 per 1000. The color is weak, and the use of light or bold-faced type will make serious differences in the consumption of color. On double medium posters, the value of the color may be averaged at $1.00 per 100 impressions.

FLAT SURFACES. A flat label 9 × 14 inches, with ordinary amount and size of lettering cut for white, such as is used for soap boxes, etc., will consume of pure Red Ink at $1.00 per pound, at the rate of $4.50 @ $5.00 per 1000 impressions. If the plate is flat, without lettering, at the rate of $6.00 per 1000 impressions. A flat tint poster for paper 19 × 24 inches, with letters cut in white as above, will use of Red Ink at $1.00 per pound, that has been somewhat thinned with varnish, at the rate of $9.00 @ $10.00 per 1000 impressions. If pure color is used, it will consume color to the value of $14.00 or $15.00. A flat tint poster for paper 24 × 38 inches, cut on pine, with lettering as above, will consume of Red Ink at $1.00 per pound, thinned with varnish, at the rate of $18.00 @ $25.00 per 1000 impressions. If dry paper is used, as is necessary for registered work, it could not be rated at less than $20.00; for damp paper, carefully managed, it may be less than $18.00, but this is unusual.

All these estimates for colors must be used with discretion. Much will depend upon the workman. A neat and capable pressman, who has experience in use of color and who knows when and how to dilute color to advantage, can do work at somewhat less cost than is here stated; a careless or inexpert pressman will use much more Ink than is here allowed.

Black, Red and Blue are the colors in greatest request, and the only ones probably that need remarks on their extending properties. Some observations on other colors may be of service.

**Yellow** is used chiefly for shades, tints, and picture work, or as a mixing color to lighten the tones of Dark Greens or Browns. As a shade for Black, it is quite effective. It is too feeble a color to be used unsupported, as the body color for type work. As a flat tint, it will bear much extension without deterioration, and for this purpose may be considered an economical color.

**Brown** is made in great variety of shades, and of very unequal value. Upon fine type, the cheaper qualities of Brown do not work freely, and they give much trouble to the pressman. A really fine Bright or Deep Brown that will work freely is an expensive color. An estimate made for such color should be the same as for Fine Lake Red.

**Green** is made in many shades, most of which are sold at moderate prices. The Pea Green and Apple Green are weak colors, and require an unusual quantity of Ink to produce the proper effect. The Dark Greens are colors of good extending properties, and of great permanency.

**Aniline Colors.** Within a few years many new colors of exceeding beauty and brilliancy have been introduced, which are known as Aniline Colors. They comprise many varieties of color, the most popular of which are Intense Purple, Claret, and Pink. They work freely and smoothly, and even surpass Carmine in extending properties. But they lack permanency. All Aniline Colors, so far as the writer's experience extends, are fugitive, and fade readily on exposure to light. For elegant and ephemeral work, like Ball Tickets, Notices and Circulars, they are of great service. But they should never be used on any job that will receive much exposure to light, like a Show Card, or on Notes, Stock Certificates, or work that may be preserved for months or years. Nor should they be used to make tint colors.

Purple made of Carmine and Blue is not so bright, but is more durable than the Aniline Purple. But all Purples are transitory colors; where they do not fade, they soon lose their brilliancy.

**White Inks** are used almost exclusively for making tints. For common work, the lower grades may be used; for fine or even ordinary good work, it will be found most economical to use that sold at the highest price.

The mixing of colors, to produce another color or a variation in tint, should be done with great caution, and only in small quantities, until the right effect is produced. Some colors are pure minerals, some are vegetable extracts, and some are composed of animal matter; some are mixed with one kind of oil or varnish; some are mixed with an entirely different substance; and some are entirely devoid of all oil or varnish. To produce the needed qualities, ink makers find it necessary to use a great variety of chemicals. That which is essential to one color is destructive to another. Whoever undertakes to mix Inks together without a knowledge of their constituents, is liable to mix incompatible substances. When these constituents have a mutual antipathy either the color will be spoiled, or the mixture will work badly on the rollers and type.

In Mixing Tints, of which the body is White Ink, the tinting color should be added to the white, and gradually increased until the mixture is of satisfactory shade. If white is added to the tinting color, by an inexpert, it is more than probable that an unnecessary amount will be mixed, and much good color spoiled. Very little dark color is needed to tint white.

To use bright colors with economy, absolute cleanliness is of the first importance. The form, the rollers and the distributing table must be so free from ink or dust, that they will not soil soft white paper, which should

be used as a test before applying fine color. On fine work, the merest trifle of Black or dark Ink will dim the brightness of any light color, while a badly-washed roller or dirty form will change the color completely.

On all flat surfaces, Ink must be thinned to secure freedom of working, as well as economy. Varnish, Boiled Oil, Turpentine, Benzine and Magnesia are used for this purpose. Pressmen of experience can employ these materials to extend the color with economy, and without injury to the work. Those who are inexpert should use them with great caution. An ounce too much of any of these materials may spoil a pound of color.

Estimates cannot be given for the amount of color used on Show Cards with flat tints. When great depth and brilliancy of color is wanted, it is often necessary to use extra colors, and sometimes the tint is printed twice in same or similar color, one color over the other, after the first color is dry.

Printing in colors is really but a method of painting. When a color is weak, one coat of paint will not produce the effect. Carriage or cabinet work is always treated with many coats of color or varnish. This usage can be imitated to some extent with marked success and economy in printing bright colors. Feeble colors, like pale Greens or pale Vermilions, when printed twice show a softness and smoothness that can be secured in no other way. On rich and bright colors, the effect is sometimes as good as that of the best Flock or Velvet work. For the first coat of color a cheaper Ink may be used. Pale Vermilion over Orange Red is of better effect than two printings of Vermilion; Carmine over deep Vermilion is better than two printings of Carmine. When such methods are, used more than double price must be charged. The work is unavoidably tedious, and superior presses of infallible accuracy of register are indispensable.

Too-frequent washing up of rollers wastes Ink seriously. Color should not be laid on until everything is clean, and should be added with great caution until the right tone is secured.

Presswork in Colored Inks must always be at higher price than in Black. There are kinds of colored Ink in which the amount of color used is trivial, and the cost per pound of the bright color is the same as that of Black. But the covering capacity of the bright color is usually much less, so that its actual cost is really more.

The cost of the color is not the only consideration that should determine the price. Black Ink is the standard color, with which all press fountains are filled. To use bright color, it is necessary to change the Ink in the fountain, and to cleanse all the rollers. This takes time and adds to the expense, which expense should be assessed upon the work. Request is sometimes made, on tinted envelopes and similar work, for a variety of tints. Every added color should consequently be at extra price.

Ink of bright color requires newer and better rollers than Black. On really fine work, the rollers are rapidly destroyed. When a press carries six or more rollers, this rapid waste is a serious extra expense. If they are a trifle too hard, or too soft—faults that could be corrected or overlooked on black—they cannot be used for colors.

Colored Inks usually compel the press to run at slower speed. There are kinds that work as smoothly as Black, but they are exceptions. Some of the brightest and best colors are apt to clog the type and rollers, and require frequent washing-up. If really fine work or good colors are desired, a diminished speed for the press should always be considered in making an estimate for presswork in colors.

Where much colored work is done, there should be a separate ink fountain for every decided color—one each for Black, Red, Blue and Yellow. There should also be separate cloth distributing rollers for each of these colors. By much waste of labor, it is possible to clean up a Black Ink fountain to serve for Red, but it is quite impossible to clean a cloth roller that has been used for Black, so that it will serve for Red.

Small orders and light-faced forms may be printed with economy, by feeding on the Ink with a palette knife or a brayer, but it is difficult to maintain uniformity in color. For long editions, the Ink will be used with more economy, and with better result, if it is fed from the fountain.

The old method of pricing colored presswork was to charge double price for all Colored Ink, and treble price for Bronze. As colors are better made now, and give less trouble, this rule cannot be considered as absolute in its application. Where the colors are cheap and easy working and the form is small and of light-faced type, an addition of one-half to the price of black work of the same class will be sufficient. In a few rare cases, one-fourth extra is enough. Where the form is full of bold type, as on a Poster, double price may be insufficient.

Work in Bronze should be rated at about three times the price of Black of the same class. The ordinary quality of Bronze is not expensive, but the mere labor of applying it, and of the subsequent dusting and pressing of the sheets, is at least as great as that required for presswork in Black. When Bronze is used in quantity, treble price is not enough.

Dry Color Work should be at least four times the price of Black presswork of the same class. It is a disagreeable method of printing.

Flock Work should be about five times the price of Black.

Crystal or Spangled Work should be from six to eight times the price of Black.

On pages 343, 341, 331, 257, 241, will be found observations on the value of Colors and Colored Presswork, that are of more extended application.

Every printer should keep a record of the time spent, and the value of ink consumed on every job of importance, with such explanatory memoranda as may be needed. Such a record will be of service in making subsequent estimates for work of like nature.

The making of colored inks by printers is not to be recommended. The apparently favorable results are always delusive. Ink-making is both a trade and an art, and one in which the novice has to pay dearly for his experience. Those printers who have experimented most in this direction, and who know most about it, do not make but buy their inks.

# QUALITIES OF PAPER.

The performance of a press is materially affected by the nature of the paper that is used. If too wet, too harsh, or too thin, the speed must be reduced. The most manageable papers for cylinder presses are, Calendered Unsized Printing, Sized and Calendered Printing, good Book or News, unsized and uncalendered, of smooth face and of a soft texture. All of these papers can be worked on common forms with nearly equal facility.

For producing fine impressions, the two great requisites in paper are smoothness of face and softness of body. For wood cuts and fine letter-press work, the smoothness is indispensable. But it is possible to do fair work from a rough surface, provided it has a soft body like Blotting Paper.

Over-bleached Book, badly-made Straw, or specky and knotty-surfaced News, and all kinds of Clayey or Chalky papers, as well as papers made too largely from Waste Shavings, give extra trouble to the pressman. These papers are used only because they are cheap. But the saving in paper is often offset by still greater cost of presswork. Such presswork should be at a higher price. The Over-bleached and Shavings papers are too tender to be handled expeditionsly; badly-made Straw and specky papers are damaging to type and plates, and require superior rollers, and greater care in making-ready; the Clayey and Chalky Papers gum the rollers, foul the ink, and fill up the counters of type. Extra-thin paper is difficult to handle, and compels a press to be run at lower speed; if wet down, it increases the trouble, and causes delays in making register.

Hard Writing Papers of large size are objectionable. The sheets wrinkle when dampened, often stick together, and dry roughly, requiring unusual care in pressing. If they are used dry, the sizing is equally annoying: on some qualities it presents a smooth glassy shell, almost as hard as sheet-glue, compelling an unusually careful making-ready to prevent injury to type, and the use of stiff-bodied, difficult-distributing and slow-drying inks to insure its adhesion to the paper. When used on cuts or forms with black type, it is often necessary to interleave every sheet to prevent set-off. On small cylinder and platen presses, fine Writing paper is not specially troublesome, but under any conditions, it makes more labor than good Printing.

Enamelled Papers are usually more troublesome than Writing Papers. The surface is often thickly painted with a coating of color and wax that resists the adhesion of strong and slow-drying ink. Some kinds of Enamelled papers, like Ultramarine Blue and Chrome Green, have their coloring matter so loosely laid on that it rubs off on impression, and clogs ink, type and rollers. Other papers, like the cheaper kinds of White, are often coated with clayey mixtures that flake and crack under impression, producing the same effect in a worse degree: these can be printed only with weak-bodied inks to the great danger of rubbing off. Plated papers will be found better adapted for printing than the Glazed and Enamelled.

Bond, Bank Note and Parchment Papers are difficult papers to work, and are injurious to type.

# HINTS ON TAKING ORDERS.

## RECEIVING COPY.

Persuade your customer to furnish his own copy, written in ink. Avoid writing it for him. If it must be done by you, notify him distinctly that he is responsible for its supposed accuracy as to names, dates, places, and figures. The office can be responsible only for the orthography of ordinary words—not at all for uncertain proper names or figures.

Never take in a small order without reading the copy critically. If it is obscurely written, re-write it in the customer's presence, and make clear every obscure point. Let there be no ambiguity between the capitals I and J, or between T, Y, and S in proper names, or in figures.

It is not practicable to read over copy for a large piece of composition, but it should not go to the compositor until it has been fairly examined. See that the leaves are properly numbered, and that the compositor will have no difficulty in keeping the connection. If the manuscript is bad, or is too bulky to be re-written, persuade him to have it copied. Advise him that the expense of re-writing the copy will be much less than the probable alterations of type, and that the time spent in making a clean copy, so far from hindering, will really speed and cheapen the work. Inform him that although a compositor may be able to read very bad manuscript, or to put in order badly digested copy, that such extra work cannot be done at the price of legible copy. Somebody must pay for all delay occasioned by negligence or obscurity.

If possible, obtain all the copy before you commence work, and get all the directions. It is not always practicable to do this, but the attempt should never be relaxed. The customer should be reminded that when copy is given out in fragments, there is always a great loss of time in doing the work, as well as an impaired feeling of responsibility concerning it—not only in regard to the time of performance, but even in regard to its accuracy and neatness. The knowledge of the fact that the customer has more copy to bring in, that his directions are still incomplete, and that he will probably alter or disarrange the existing plan of the work, is injurious to both foreman and compositor. The work is not and cannot be undertaken earnestly, for there is a sense of divided responsibility.

Take down all directions in writing. Trust nothing to memory. Attach these written directions to the copy, and let them always accompany the work, in every stage of its progress. See also that they are fully entered on the order book.

Unsatisfactory display work is largely caused by bad preparation of copy. It is the fashion to censure the compositor for this imperfection in work, when most of it rightfully belongs to the author or to the office. To avoid this fault, it will be found economical for most offices to prepare and re-write job copy before giving it out, marking out definitely the size and style of the work, the width of the measure, the size of border, the relative prominence

of displayed type and every other matter that could guide the compositor. The preparation of copy in such style will save much useless labor. An able foreman who pursues this method can do much really fine work even with imperfect workmen.

## OBTAINING DIRECTIONS.

Obtaining directions is a difficult task. Few persons know how to give an order for printing. Most customers are ignorant of the names, qualities and appropriateness of papers, types or bindings, and can not give explicit directions. Many of them have very indistinct notions as to what they really want in both size and style. To obtain the proper directions, it will at the outset be necessary to exhibit specimens of work, which may be used for the purpose of suggesting the needed directions.

Even with this aid, it will be necessary to ask questions in order to ascertain the customer's wants. The number, the style, the paper, the color, and in fact nearly every practical direction can be had only by questioning. But much discretion must be used in this matter. Never try to alter or even to direct a customer's choice unless specially requested. Never persuade him to take any style of work or quality of paper for which he manifests no preference. Point out the advantages or disadvantages of each, fairly and fully, but only in the way of information, and not in such a manner as to produce the impression that you are trying to direct him. If he orders an expensive piece of work, do not tell him it is expensive, but tell him only the price. Let him make his own decision.

Persuade him not to pick out favorite styles of type for display lines. Show him, but with discretion, both his and your own inability to determine the proper length of lines, or their fitness in contrast. But while you avoid receiving minute directions concerning every line, be careful to get specific general directions as to the style of work wanted. Find out whether the display is to be in bold and black-faced type, or in light and open type, or in quaint or grotesque type—whether the arrangement is to be simple or complex, etc. From these general directions, accompanied by a specimen pattern, it will be much more easy for a compositor to show a satisfactory proof than it would from more minute directions.

## DIFFERENT METHODS OF TAKING WORK.

Two methods may be used in taking orders of composition. 1 To guarantee satisfaction to the customer in the style of composition. This involves the taking of one or more proofs and the making of as many alterations as are ordered. It is the usual course on all small orders like those for cards and billheads. But it is hazardous. Such orders should always be priced at the highest rates to cover the probable expense of alterations, which are certain to be troublesome, in many cases exceeding the price obtained for the work. 2 To fix a price for the composition of the work, and to charge extra for all alterations of whatever nature, other than typographical or mechanical errors. This is the usage by which all Book and Pamphlet work and all large Job work is done.

The use of these two systems in the same office, and often on work for the same customer, makes trouble. Erroneous opinions are formed by customers concerning their rights and the printer's duties. Some think it is their right to alter a piece of composition indefinitely, without extra charge. To obviate disagreement, there should be a fair understanding with the customer concerning alterations. He should be informed that for the agreed price only a certain amount of time should be spent on his work. If the work is fairly done, the office has completed its duty. All extra work ordered by the customer for its improvement, should be charged specifically. If this explanation is made before the work is commenced, all contention may be prevented. See page 63.

## RESPONSIBILITY FOR ALTERATIONS.

To rightfully claim an extra price for alterations, the office must from the first follow all the customer's directions. If they are impossible of execution, as is sometimes the case, he should be advised of it at once, and new directions should be had. But if the directions are possible of execution, they should be obeyed. The fact that they are inconsistent with a compositor's notions of good taste is quite immaterial. The customer has a right to have his work done in any style he chooses, whether it is tasteful or absurd. The compositor has no right to alter his directions. Nor is it judicious to accept his notions of display or method with a grudging assent. When a customer gives positive directions, evidently knowing clearly what he wants, the printer should heartily endeavor to aid him in carrying out his views, as far as he can, even if they are contrary to all accepted rules. Advice and opinion on such matters should be given only when they are asked, or are evidently acceptable. The compositor's notions of display or of good taste are quite as often incorrect as those of the customer. The workmen's traditional rules concerning the contrast of sizes and faces, and the balancing of long and short lines, useful as they may be in some cases, are absolutely erroneous in others. When specific directions have not been given, the office should see that the composition is done in workmanlike fashion. It should not only be accurate, but should show sufficient evidences of good taste to satisfy the reasonable requirements of a reasonable customer. The first proof of the average job compositor will seldom meet even this modest requisition. This is not the customer's fault. The office should not evade its responsibility. The customer is entitled to fair work, and the office, for its reputation, should not abate the standard of workmanship. The faulty piece of composition should be put in workmanlike shape, no matter what it costs. It is only after this has been done that the improvements ordered by the customer can be charged.

Few customers have a proper notion of the time consumed in making alterations. The amount is always surprising, and is often a matter of dispute. Of this the customer should be forewarned. It will be found judicious to mark on every new proof the time spent in correcting the last proof. No better check against capricious alterations could be devised.

## HOW TO MAKE SPECIAL ESTIMATES.

You may be asked for an estimate for work that is not priced in this book. To do this properly, you should be acquainted with the prices of all leading articles. You should know the value of all ordinary papers, not only by the ream, but by the 1000 in ordinary fractions; you should know the time spent upon and the prices asked for the ordinary numbers of all leading kinds of work. This will require study. Much may be learned from this book, but much more can be learned by observation and reflection. For trivial orders, like cards, billheads, handbills, etc., you should be able to furnish prompt answers to all common inquiries. The promptness of an answer does much toward impressing one with the justice of the price. To hesitate or boggle, to ponder and calculate, does not impress a new customer favorably. Where he sees uncertainty in knowledge, he infers unreliability in price. But if you are not sure of the accuracy of your knowledge, never give the price till you are sure. You will have to run the risk of the imputation of ignorance. For long and complex estimates, ask time for consideration. Avoid making such estimates in the presence of the customer, or at any time when you are likely to be disturbed. Analyze the work carefully; compare the prices for each item with the prices of this book. Where you have exact knowledge of cost of work, use the knowledge confidently and boldly; where you have not, defer to existing usage so far as you are informed. Do not be above asking advice or information where you know you need it. In so complex a business as this a novice should not be ashamed to confess ignorance of many matters. If you do not, you will certainly suffer more from its detection than you could from its confession.

Your manner has much to do with the impression that is produced. Prices are often thought too high by reason of the timid and apologetic manner in which they are asked. This timidity and a too confident boldness are equally to be avoided.

It is not difficult to make estimates, even of complex work, if you commence properly. Keep this rule before you: Do but one thing at a time. Each item of cost must be fairly examined. For every ordinary job of printed work, you will have to compute the value of Composition, Paper, and Presswork. For more complex work, you will have to compute items like Electrotyping, Binding, Engraving, etc. In all cases, each item must be separately computed. Begin with paper, as the basis. You will have learned from the customer what quality is wanted. You have next to find the proper size and price. This is a matter for which no special directions can be given. The most useful knowledge about paper can be gained only by handling it, and using it. Ascertain what fraction of a sheet, or how many sheets, each copy will require. Pay no attention whatever, at this stage of the work, to the number of forms, if it is a pamphlet, or to the number of impressions, if it is a job in colors, or if printed on both sides. (See pages 321, 322.) This knowledge cannot aid you here. It will rather confuse you. All you have to know for this purpose is, how many sheets

or what fraction of a sheet one copy will require. When you get this fact, the calculation is simple. If two or more kinds of paper are used, make special calculation for each.

You next proceed to compute the value of composition. If the work is open display, or of irregular form, it must be rated by time; if it is plain common matter, it should be rated by the thousand ems. If you are not a practical printer, or are not thoroughly conversant with the rules and usages of the trade, so that you can discriminate intelligently, take advice. Never make a price because the work appears to you to be no greater than that of other or similar work, with the price of which you are familiar. Know to a certainty that it is no greater before you hazard a binding price. Most serious mistakes are often made by estimates based on a supposed analogy. Read carefully the general prices for book and job composition and compare them with the special prices that may be elsewhere given. In many cases these prices are variable, as must be the case with time work. For the fixing of this time work, consult a compositor or printer if he can be had, but do not accept his estimate implicitly. It will probably be too little. Experience will teach you that the work that a compositor thinks may be done in ten hours will, in most cases, take twelve hours. In your estimate of time allow, if you think it expedient, for probable alterations or delays, for which it may be injudicious to make special charge. If electrotyping is needed to cheapen the work, or for other reasons, ascertain how many plates can be used to advantage. In duplicating plates for a handbill or a check you can make so many plates that the bill for presswork will be trivial. This should be avoided. See page 223. You will also have to decide whether plates should be blocked, or not. See pages 367 and 369. Of the relative advantages of each method you must decide. Here, too, you may need advice.

Your next step is to compute the presswork. Upon small orders of ordinary work like handbills and labels, when printed from one form and in one color, the prices have already been made under the proper headings. If two or more plates are used for the purpose of cheapening presswork, you must calculate the number of impressions. For example: 20,000 copies of a handbill, medium 8°, from one plate will make 20,000 impressions, for which the price would be $1.00 per 1000 impressions; from two plates there would be but 10,000 impressions, for which the price is $1.50 per 1000 impressions, for the edition is smaller and the sheet is larger; from four plates there would be but 5000 impressions, for which the price is $2.00 per 1000 impressions. See page 217. If the work is to be printed on both sides, in the same color, you should estimate for presswork by one impression, in all cases where it can be done with advantage. If the form is very large, if paper or press of double size cannot be had, or if the number of copies is quite small, it will be more economical to print the matter on the back by a separate impression. Upon large orders, it is the usage to print work in large sheets, for it is both quicker and cheaper. In computing the value of presswork done in this manner on both sides, be careful to put down cor-

rectly the number of impressions that will be required. The caution is needed, for errors are frequently made at this point. Recollect, where both face and back are imposed together, that every impression makes one copy; if the job is set up or stereotyped twice, one impression makes two copies, etc. Forget, if possible, all about the number of plates (or the number of pages in the form), and think only of the number of copies that one impression will make. Divide the total number of copies wanted by the number of copies that are made by one impression. This will give you the entire number of impressions. Caution is needed here also. You must remember that the value of presswork increases with the size of the sheet.

For ordinary work in two plain colors, like plain black and red, combined prices have been made in the printed tables. For red and blue, or red and gold, and for all other colors, the separate prices should be used for each color respectively. If color is required in any quantity, and you can obtain advice from an expert about the probable quantity, you should ask it. You should also examine the observations on Printing Inks, on pages 393 to 400. If the job makes more than one form, as in a pamphlet, and the forms are of uniform size, you will only have to determine the price of presswork for one form to use it as a unit for all the others. (See Detailed Estimates of Pamphlets on pages 347 and 349.)

There is a method of computing presswork from paper largely practiced on book work, for which it is useful, which is here mentioned only to be avoided. For Book work, in which full-sized sheets only are used, it is customary to rate four tokens to the ream. The reams of paper being known, one has but to multiply the number of reams by the figure four to ascertain the entire number of tokens. But for Job work, in which it is customary to print from half, third and quarter sheets, on forms of one and two or more duplicates, and often in sections of different size, such a method of calculating presswork is impracticable if not impossible. It is certain to lead to error.

These four items of Paper, Composition, Electrotyping and Presswork are those that give most trouble in calculation. Ruling, Binding, Engraving, Lithography, Paging, Gilding, and many other processes are needed to complete some kinds of work. Each of these should be examined in turn, and priced by the aid of the tables here given, and such other information as may be had from practical workmen.

## KEEP ESTIMATES.

Keep a Record of every estimate, not only of the gross amount, but of the value allotted on each item. You will need it for reference on estimates of other work. If your estimate is accepted, it will be an instructive study to compare the actual cost of the work, after it has been done, with its estimated cost. There is no method by which you so readily acquire a knowledge of the real value of work.

Never give a detailed estimate to a customer. It is not your duty, nor is it good policy to expose your methods. The customer bargains only for

a result, and not for methods of accomplishing that result. He may take no exceptions to the sum total; he probably will except to one or more items. That little knowledge, which is so dangerous a thing, is never more so than when used by a customer who knows a little about paper, and a little about printing. You will have to waste much time in trying to explain matters to one who from the nature of the case has not sufficient knowledge to appreciate your explanation. His knowledge of the items will certainly be used to your disadvantage. The customer will buy the paper, and will probably get that which is unsuitable, or he will undertake to do the binding, and the result may be that you will have to complete his unfinished work at needless cost. By all means, refuse detailed estimates.

Never make estimates for work you cannot do, or choose not to do. Do not allow yourself to be made a tool of. It is a common practice with some tradesmen, when dissatisfied with one printer's bill, to go to another printer for a new estimate, giving the erroneous impression that the work for which estimate is wanted is about to be ordered, and is to be an exact reprint of the copy. The fact that the first printer has spent many hours in capricious alterations and experiments is suppressed. The new estimate for a reprint work is made without allowance for time spent in alteration, and is consequently lower, and the first printer is unjustly accused of excessive charges. In this way many enmities are made, and fair prices are lowered. If you have reason to suspect such a state of affairs, decline an estimate altogether, until you have the request of both parties. It is not fair to price another printer's work from partial representations of the case. In all cases where estimate is given to unknown parties, on reprint work, give it in this form: "For an exact reprint," so much; "For work from manuscript copy, with alterations, etc.," a much higher price.

## ABOUT PRICES.

Where it is possible to make a price before the customer leaves, do so. Never let him go away with erroneous notions about the cost, if it is possible to correct them. It is better to lose the work altogether, than to have a wrangle over it when done.

Let there be a fair understanding as to price, time, proofs, alterations, etc. If the customer is not satisfied with your conditions, when the necessity for them has been fairly and courteously explained, and he offers his copy grudgingly and reluctantly, decline his order. It is best to have no dealings with any one who thinks he is not receiving a fair equivalent.

Whatever your prices may be, you will frequently be told that they are too high, that they are more than those of your competitors. This statement, reduced to first principles, really means that the customer does not want to pay so much money. It may affect, but it should not altogether control your price. The statement may or may not be true, for a customer's knowledge of general prices must be partial and imperfect. That which is true of one item in your bill may be untrue of another. You may charge more for paper and less for presswork, more for composition and less for

electrotyping or binding. If your prices are based as they should be on actual cost, as well as in deference to prevailing usage, do not alter them until you are convinced that they cannot be maintained. But this decision should not be made on the instant. In so important a matter, take proper time for inquiring into the facts of the case and give them proper consideration. If they are higher than the prices of other fair rivals, and you can afford to make a reduction, you may choose to do so. If you cannot afford to do it; if your prices are just and reasonable, and if you are well convinced that a reduction is a positive loss, stand by your first price. You may lose custom, and probably will. Every tradesman must. You cannot reasonably hope to secure the custom of every person who asks for your prices or gets an estimate, or who has been in the habit of dealing with you. The withdrawal of custom does not necessarily imply dissatisfaction. A lower price usually secures the sale of ordinary merchandise, when two or more are in competition, but it will not secure it in an order for printed work. Personal preference or other accidental circumstances are often more influential than low prices.

It may be that your prices are higher than those of other printers, and, it is presumed, for necessary reasons. Inform your objector that printing is like other merchandise, like iron or flour or cloth, some qualities of which are worth twice as much as others. Yet while worth twice as much, the difference in appearance to an inexpert is often barely noticeable. Tell him that the comparison of competing prices, for work yet to be done, is not a fair comparison. The workmanship and material of one printer may be worth more than that of another, as he would readily admit on examination, and that the higher priced may yield the least profit and be worth the most money. Assure him, as you probably can, that your price is no more than is just for good workmanship and material, for speed, care and the intelligent supervision of competent workmen, and responsibility for errors and accidents, which can seldom be the conditions under which the cheapest work is done. Tell him, that to carry on the printing business in a proper manner, satisfactory both to the customer and to the proprietor, it is necessary to pursue a liberal policy; that low prices cannot give all the customer needs; that prices are not everything. The printer whose prices are lowest must, of necessity, be chary of every expense in time or material. New or modern faces of type, tasteful composition, clear and bright presswork, promptness in the execution of orders, and general attendance to his varied interests, are rather more important, in many, if not in most cases, than low prices. Those who have the most printing to do, find out sooner or later that a printer who is just to himself can afford to be liberal to them in his method of doing work. He may charge more for his work, but he will probably do it both quicker and better. With some persons, these observations will have influence; with others they will not.

Do not make prices unusually high, even where they can be had. It is impolitic as well as unjust. All the profit that can be had by too high prices, is more than offset by the damaging reputation that will be earned.

If you have agreed with a customer to do a piece of work at a certain price, and subsequently find that it will cost more than you expected, stand by your bargain, and accept the loss. Neither try to cheapen the work, nor to get an extra allowance, nor yet make any complaint. Be content with notifying the customer what your price will be for future orders of the same kind.

If you do work badly, and wish to avoid its total loss, make a liberal reduction in the charge. Do not wait to be told of it, nor justify it, nor higgle about it. You will make better terms by voluntary concession, than by contention.

Be careful in altering prices by percentage, especially in making a reduced price. If paper is sold at an advance of 25 per cent. on cost, it requires a reduction of but 20 per cent. from this selling price to restore it to the first cost: ($4.00 + 25 per cent. = $5.00. $5.00 — 20 per cent. = $4.00.) The frequency of this error should be considered as a sufficient excuse for the re-statement of so simple a rule of arithmetic.

When you are requested to give a price for a very large quantity of work, it will be prudent to give at the same time price for a small quantity. The reason for difference in price between large and small quantities is but imperfectly understood by the public, and you will be expected to print a small number at the price of a large number, unless you make distinct prices for each at the outset.

## COMPETITION.

"If my neighbor offers to do work for my customers at less than my prices, what shall I do to retain my work?" This is a most difficult question to answer. If the neighbor is considered a fair rival, and there is reason to believe that the offer has been made by mistake or thoughtlessness, assume that it is so, and see and remonstrate with him in a friendly manner. To assume, without positive knowledge, that your rival is maliciously injuring you, and to defame him therefor, is the surest way to perpetuate the evil from which you suffer. If remonstrance will not answer, strive to retain the work by superior execution or accommodation. But hesitate long before dropping too rashly to his lowest offer. Of the many persons who make lower offers, few are able to do the work properly. There may be reason to believe that the work will ultimately come back at your price. If you have done your work satisfactorily, your customer will probably find that what he may gain in price, he loses in time, in accommodation, or in the quality of workmanship.

Make bids for large contracts with caution. Do not be blinded by the amount of work or money. Consider well the cost of doing the work.

In no case, take work at cost, or at a pittance above cost. Such action will not defeat a certain class of competitors. Prices could not be named that would be low enough; there will always be some, who will make them still lower. To put prices down to cost, or below cost, to meet the competition of unscrupulous competitors, is to invite bankruptcy.

## AVOID OVER-ESTIMATES.

In making special prices for new work, be careful not to over-estimate the performance of men or machines. This is a common error. You may be able to do with your own hands one-half more work than is done by most workmen, but you are selling their labor, not your own, and your prices must be based on their performance. Even if you do the work yourself, you should not need the reminder that you are clearly entitled to all the advantages of superior skill. If you have good executive abilities, you can employ them when you have abundance of work to much better advantage in planning and directing labor, than in working with your own hands. It is possible for you to increase the average product of an office, by intelligent direction and by personal supervision, but there is a point of performance beyond which the average workman cannot pass. Your prices must be based on the actual, and not upon an ideal, performance. On good book work, the average performance of twenty men will not much exceed 5000 ems; on newspaper, or other common work, it will not be more than 6000 ems per day. Any estimate of cost based on a higher product will be found deceptive. You should apply the same rule to the performance of a job compositor, or of a machine press. The average performance of a large cylinder press, on ordinary job work, taking large and small forms and long and short editions together, will not exceed 5000 impressions per day in a busy season. If the average of an entire year is taken, in which dull seasons and lost time are included, it will be rather less than 3000 impressions per day. These are not speculations. They are demonstrable facts. This is the experience of the great majority of printers, and it will probably be your experience.

It is well to have a generous self-confidence, but it is well also to consider that there are able men in the business beside yourself. You will probably make a grave mistake if you think that you can do more work within a given limit of time, at less expense, and with greater profit, than your competitors. You may surpass them in some points, but not in all. If you base your prices on an impracticable standard of performance, your labor and ability will be wasted. If your older competitors, who are probably printers of intelligence and ability, and are enjoying the benefit of accumulated capital and experience, refuse, under stringent inducements, to put prices below a certain standard, it is unwise for you to try the experiment.

## CONCERNING SOME CUSTOMERS.

To take in orders in a manner satisfactory to the customer and profitable to the office, requires much discretion. It is probably unnecessary to remind a salesman that politeness and attention to the customer's wishes are of the first importance. It is to be presumed that every salesman must know that surliness or indifference is neither good manners nor good policy. But while a willingness to oblige should be apparent, it should not lead one to damaging concessions that will make the work utterly unprofitable. This is a common error with salesmen who are more anxious to secure custom

than to make profit on work. It is largely in the power of a salesman to make work cheap or expensive, light or troublesome. The dissatisfaction that is sometimes evinced by customers over their work when finished, is often caused not so much by workmanship that is bad, as by workmanship that is disappointing, and which has been occasioned solely by the inability of the office to redeem the rash promises of the salesman. It is natural for a customer to desire all the advantages he can get. He certainly will ask for them if he imagines they will be conceded. You will have requests for the special purchase of new type, for extra or unusual composition, for many proofs, for clean press-proofs, for a guaranteed satisfaction in the work, for the privilege of keeping the type standing, and for unusual accommodation in many ways, all of which involve serious extra expense and trouble, and none of which are properly included in any ordinary price for work. No absolute rule can be laid down for the guidance of a salesman, in answer to all these applications. Some may be conceded, and some must be declined. Every special case must have its special judgment. The salesman should oblige the customer, if he can do so without positive loss. Failing to do this, he should convince him with pleasantry that his request is unreasonable and unusual. He must see that the customer does not form any improper notions of his own rights or of the printer's duty. All this requires much patience, much politeness, and much tact.

Great latitude should be allowed for the peculiarities of any customer who responds to his obligations, and pays for all his work. It is not wise to hedge him up with rules or restrictions, or to thwart his wishes. But the customer who expects his work to be done at the lowest ordinary rates, who is unable to give specific directions, or alters them capriciously, and who insists on seeing repeated proofs, and on making alterations at pleasure, should be reminded by the salesman that the ordinary rate does not cover his experiments with type. This caution is especially needed by those whose willingness to oblige renders them peculiarly liable to needless exactions. There are men who will take hours in giving directions about the most trivial matters—who are never sure they are right, who are continually recalling copy to make a correction or addition—who do not know at the outset what they want, and who find it out only after repeated experiments by the compositor—who want from two to six proofs from every form—who must examine all the specimen books, and must have all the new type—who keep proof out for days and weeks, and who are generally so fussy, meddlesome and exacting that they damage all plans and break up all system. When an office finds itself imprudently committed to satisfy such a customer, it should keep its obligation, and satisfy him at any cost or at any trouble. And it should be done cheerfully as well as courteously, at probably a still greater expenditure of patience. But the customer should be notified of the cost of the labor he has imposed. Nor should the lesson be forgotten. No subsequent order should be accepted from the same person without a distinct acknowledgment of his entire responsibility for the expense of all alterations, extra proofs or extra work.

You will sometimes be asked by vindictive persons to print scurrilous or defamatory circulars. In all other cases where you have to decline work, do it courteously. In this case, take higher ground. Make no apologies or explanations, but refuse flatly. By the common law, the printer is implicated with the author in the publishing of a libel. Apart from the moral obligation every good citizen has, to refrain from fomenting strife in which he is not interested, it is specially foolish policy for him, upon so small an inducement, to render himself liable to a criminal prosecution.

Avoid taking an order from any one who bears the reputation of a trickster or a sharper, or whose business is palpably that of defrauding the public, even where it may be done in a manner not strictly illegal. It is unsafe for a fair trader to have any dealings with a known rogue, even where he protects himself with every possible precaution.

To a customer, never depreciate rivals in business. You may have both reason and provocation, but as a matter of policy, such criticisms are in bad taste. It rarely ever leaves a good impression. You may find it necessary to criticise his work. Avoid it as far as possible. If you have to do it, let it be done with entire absence of any feeling of animosity or prejudice.

## ABOUT CREDIT.

When work is offered by an entire stranger, without settled or known place of business, prepayment should be requested. This is a delicate duty, but it may be done courteously, and without giving offence. An honest and reasonable customer will readily see the necessity of the rule, and will as readily comply with it. If the necessary precaution is omitted, the office must look for many losses.

Credit is frequently requested. This is an application that no clerk has a right to entertain, even from persons of known responsibility. In all cases such a request should be referred to the proprietor or manager for his decision. It is a matter in which there is much conflicting local usage, and for which no positive rules can be given. There are cases in which credit is beneficial to both parties, but upon most applications it should be declined. The apparent value of printed work, and the disposition to pay for it, is never greater than it is on its first receipt. It will be found judicious to avoid all running accounts, and to secure at least monthly settlements with all customers. Cash should be the rule; credit, the exception.

To persons of an enthusiastic and a speculative temperament, printing promises great advantages in the prosecution of business. Their proclivity to run in debt should not be encouraged by any printer. If the applicant has not the money to hazard in an advertising experiment, it is more than probable that he never will earn it. There are certain kinds of printing for which credit should never be given. All kinds of election work, the publishing of a newspaper or a book, or the establishment of an invention or patent medicine, are as full of hazard as any form of gambling. The party intending to reap the reward should take the sole risk, and should be prepared from the outset to pay the loss.

Probably no class of tradesmen suffer more severely from the failure of adventurers than printers. A thrifty printer, who wishes to maintain his own credit, must be inexorable in refusing credit to all new and unendorsed publishing enterprises. Work should stop when pay stops. Cases will occur where the application of such a rigorous rule will appear both harsh and injudicious. But it is the experience of all old printers, that it is much the wiser course to lose an apparently valuable customer and profitable work, rather than take risk with him. To break friendly business relations on grounds of distrust with an estimable man is always an unpleasant duty, and one that will require some nerve on the part of a young printer, especially if the customer is already somewhat in debt, and refusal to trust him further is probably equivalent to a certain loss of the indebtedness that has been already incurred. This disagreeable task can be materially lightened by advising the customer before the work is accepted, that under no circumstances can there be any credit; that a failure to make weekly payments from any cause whatever will stop the work. A customer who declines to accede to such arrangement is not desirable.

When credit is given, it should be given with a limit as to amount, but fully and heartily in form.

Orders are frequently given for election printing, and for the printed work of societies and of incorporated companies by irresponsible persons, without sufficient authority. Where there is the slightest reason to doubt this authority, and the acceptance of the debt by the person or society to whom the work is ordered to be charged, decline the work until a satisfactory order is produced. Pay no attention to evasive or conditional promises. Accept no equivocation or division of responsibility. If the person ordering will not advance the money, and the person who is expected to pay the bill will not give a positive order, decline the work as positively. Insist on a settlement of the question of responsibility before any work is done. This course is sure to give dissatisfaction—perhaps to make an enemy—but it is the only safe course for a prudent man to follow.

Printers are constantly importuned to furnish printing and advertising without charge to charitable associations. Charity is a matter of personal duty or inclination, for which advisory remarks are unnecessary; but the idea that a printer's work costs little or nothing should be stoutly opposed. Gratuitous printing, or the furnishing of printing at nominal prices, is more of an injury to the trade than to the printer. It is the wiser course to contribute liberally in money to all deserving charities, but to insist on full payment at regular rates for all work done. That which costs nothing is usually estimated as nothing.

## ABOUT MANAGEMENT.

To do work efficiently and economically, the first point is to get control of the work. This control, until first proof is shown, should be absolute and undivided. Whatever agreement may have been made with the customer concerning the type, the method of work, or time of performance, should

be carried out to the letter, at any cost. But no agreement should be made allowing the customer the right to personally overlook work in progress. The right of the customer to alter or correct should be exercised only when he sees proof.

Most Job work is wanted in great haste, and most customers have unreasonable expectations concerning the time that will be required for doing it. It is to the mutual interest of both office and customer, to have printed work done quickly. But there are limits to the performance of both men and presses. Hurried work that overrides previous orders, that compels the lifting of forms from press, or the doing of work at night, is always unprofitable. When work is offered by a stranger to be done in so short a time that it will disarrange all existing plans, and will certainly delay work to the disappointment of other customers, refuse it at any price.

Be punctual with all customers. To do this, much discretion is needed. The work that one thinks may be done in two hours, often takes three. Some allowance must be made for accidents or detentions. Allow for these, and make promises accordingly. To oblige a customer, it is frequently to the interest of the office to tax its resources severely, to do some work at great sacrifices or even at positive loss. The willingness to oblige a customer is not always accompanied with a corresponding ability. He who good naturedly promises more than he can perform is much more likely to offend by his failure, than by his decided but courteous refusal. In no branch of business is order and method of more importance than in a Job office. If you allow the last customer to be served first, or let his importunity overrule your better judgment, you will throw your office in confusion, and will earn neither reward nor thanks.

Aim to have all work well done. Pay as much attention proportionably to a little card as to a fine book—to an unimportant as to an important customer. Show, not at all by words or professions, (avoid that by all means), but very clearly by performance, that you intend to give a fair equivalent for your price.

Take Receipts for work delivered, as well as for wood cuts and all other property of value. This may sometimes appear to be a very unnecessary formality, but you will find it extremely difficult to prove a delivery without a receipt.

Look closely after your work. It is not enough for you to hand copy over to a foreman, and give up all care over it. You should keep yourself constantly informed about its progress, and be ready to aid it wherever it is lagging.

If you find it judicious to make stereotype plates, or to do engraving on wood for any work, and do them without order from the customer, the risk of profit or loss is yours. If you do not charge for them specifically in the bill, the plates or engravings are yours, and cannot be claimed or removed by the customer. The right of use may be exclusively his, but the right of possession is your own. This is the settled usage of lithographers. It has been found quite effectual in preventing transfers of work.

It is not judicious to take all work that is offered, even at a fair price. When one has to spend much more than the profit to be derived from a work in purchasing sorts for that work, it should be declined. It is clearly impracticable for any printer to hope to excel in all departments. The tendency of the trade now is to the developement of certain branches, which, if not practiced exclusively, are cultivated with great success as specialties. It is much better for the trade at large, as well as for the individual member, that there should be these special departments. Books, Posters, Show Cards, Railroad work, and many other branches are done better and cheaper for the public, and more profitably to the printer, when they are practised as specialties by a few printers, than when they are done in little quantities by all printers. Whoever undertakes to do every variety of work, must be prepared to mortgage all his profits, for years to come. Nor will any amount of personal activity prevent him from being surpassed by those who confine themselves to specialties.

Do not strive to get more work than you can do to advantage. To get more and more work appears to be the great object of many printers. It is a common belief that the amount of profit is always in proportion to the amount of business done. There is no greater delusion. To do work profitably, even at the highest ruling prices, the material, the capital, and the personal supervision of the proprietor must be in even ratio with the business. The personal supervision is probably the most essential. Much of this supervision of an office can be done only by the proprietor in person. It cannot be bought for money. Any attempt to evade this condition will be disastrous. When an office is crowded with more work than can be safely done with its capital of types, presses, and money, or when this work is too much for the control of the manager, it must be doing its work at cost or at a loss. The haste, with its consequent neglect and error and waste, must be more pernicious than the lowest prices. It is possible for a printer of but ordinary ability to prosper on a small business, while an abler man will fail in attempting to do an amount of work beyond his means.

Directions about the practical management of a printing office do not come within the scope of a book that is intended to treat of prices only. It may not be considered as overstepping the limit, to allude to one method of management which has a direct bearing on prices. There is a method of management that seems to be profitable, the end of which is ruinous. To work an office up to its highest capacity, with an insufficient number of workmen who are constantly spurred up to diligence; to neglect distribution of material, until the office is a chaos of pi; to refuse to purchase leads, or reglet or quadrats, or labor-saving material, or new type, so long as it is avoidable; to slight work by haste or neglect; to foist such work on customers against their protest; to disregard their requests for attention to little matters—all these are conducive to an increased performance of work. One may take work at low prices, with such methods, and still make business pay—for one year—perhaps for two or three. But no longer. For by this time the office is used up, and the customers are dispersed.

## ABOUT NUMBERS.

Take special pains to give full numbers on all work. Be very exacting with all workmen who are neglectful in this matter, for they are tampering with your reputation. Two or three copies short on an order for one thousand copies is no trifle in the damaging effect it is likely to produce. Dishonesty may not be inferred, but the most lenient critic will say you are careless, and a reputation for carelessness is especially bad for a printer. If a customer leaves you because your prices are too high, you may not regret it. You may be sure you are right. If he leaves you for bad workmanship, you may excuse yourself on the ground that the fault was an accident or a misfortune. But if he leaves you for a short count, it is a mortification for which there is no relief. Never allow a ream to be rated as five hundred. Even when you print work by the ream, notify your customer distinctly that to a certain amount the risk of waste is his. Never give a short or a stationer's quire, so called, in making up an order for cheap blank books, without explaining the usage. In all cases let the customer know precisely what he may expect, and see that he gets it.

## COMMISSIONS.

A discount of five to ten per cent. may be allowed to any house in business that guarantees the responsibility of, and acts as broker for, a third party at a distance. Such commission is fairly earned when such broker gives positive orders, attends to the correspondence, oversees work, reads proof, and pays bills. But no person, ignorant of the details of the business, who has to go to the printer to get information as to how the work in hand can be judiciously done, and who consumes more time, and is more troublesome every way in making explanations and requisitions, than would the customer direct—no journeyman printer out of work, nor any other person in any kindred business, who does no more than introduce a customer—has any right to discount or commission. Such persons have done nothing to earn it. It is unjust for the printer to pay it out of his profits; it is unjust to charge the expense indirectly to the customer. Nor is it to the interest of the trade to aid in making a class of middle-men who do it a positive injury.

## STATIONERS' WORK.

When a stationer of experience and intelligence offers work in proper manner and in large quantities, relieving the printer from the trouble of listening to the tedious explanation of the customer, when he buys the paper, has it ruled, when he attends to many of the petty details that make printing expensive, he is entitled to a reduction on these prices. The discount granted varies with the style as well as the quantity of work. On some work, but five per cent. is allowed; on other kinds, ten per cent. Those who do most work for stationers make special prices therefor. The usage is variable. Many large firms make no exceptions in favor of stationers, but adhere inflexibly to one price for every class of custom.

# PRICES FOR LABOR.

## BOOK COMPOSITION BY THE PIECE.

**Common Matter, Made-up.**

| Language. | Manuscript. | | Reprint. | |
|---|---|---|---|---|
| | Solid. | Leaded. | Solid. | Leaded. |
| Works in English | $ .53 | $ .50 | $ .50 | $ .47 |
| Latin, Spanish, and German | .62 | .58 | .57 | .53 |
| French, Italian, and Portuguese | .64 | .60 | .59 | .55 |
| Welsh, Indian, and African | .67 | .63 | .62 | .58 |
| Greek, plain | 1.00 | .96 | .75 | .65 |
| Hebrew, if without points | .80 | .75 | .70 | .71 |
| Hebrew, with vowel points on separate body, each to be cast up according to the body when made up | 1.05 | 1.00 | 1.00 | .95 |
| Hebrew, kerned, with vowel points | 1.60 | 1.55 | 1.55 | 1.50 |
| Hebrew, kerned, vowel points and accents. | 2.00 | 1.95 | 1.95 | 1.90 |

Type larger than Pica to be counted as Pica.

Pearl and Diamond, 5 cents extra per 1000 ems.

All matter leaded with a thinner lead than eight to Pica shall rate as solid.

It shall be competent for foreign born compositors to work at composition in their native language at the same rates as specified for English.

By Reprint is meant printed copy free from alterations or interlineations, save remodeling of punctuation or orthography, which shall be done, if at all, before it is given out to compositors.

Thin Fonts, from Pica to Bourgeois, the alphabets of which measure less than 12 ems; also all fonts smaller than Bourgeois, which measure less than 12½ ems, shall be paid for as follows: For every three-em space below the standard, 2 cents extra per 1000 ems shall be charged. A four-em space to count as a three-em space; less than a four-em space not to be counted.

Bastard Fonts to be measured according to the body; but if the alphabet is less than the standard, the rule for thin fonts will apply.

In measuring the width of a measure, any fraction of an em less than an en will not be counted; an en or greater fraction will be counted as an em.

Each size of type used in a work to be measured and charged according to its own body.

All Blanks in matter in which different kinds of type are intermingled, shall be reckoned as of the type of text.

### Extra Matter. 5 Cents Extra per 1000 Ems.

Dictionary Matter without figured accents or marked letters.

Concordances, or any work in which abbreviations, italics, figures, capitals, etc. are profusely used.

Reading Books with marked letters or spaced syllables.

Works on Natural Sciences, and school books generally, when made up by the compositor, in which inset cuts are freely used, and which also have questions at bottom of pages.

Works in Old English spelling, contractions, etc., etc.

Works with an unusual quantity of references, which the compositor is required to change.

Indexes, in which italics, figures, capitals, and abbreviations, are freely used.

### 10 Cents Extra per 1000 Ems.

Arithmetics, Geometries, Surveying and similar Mathematical works.

Grammars and Spelling Books.

Dictionaries of a complicated character, with accented letters and frequent abbreviations.

**50 Cents Extra per 1000 Ems.**

Algebra matter, with profusion of signs and formulas and algebraic fractions.

**Greek and Hebrew Words.**

Greek Words shall be charged 2 cents each if not justified, and 3 cents each when requiring justification.

For Classical Works, Commentaries and other works in which Greek words are freely used, the following schedule shall govern the price per 1000 ems, if the words are not justified.

For less than an average of 5 words per 1000 ems, the words may be counted.

If the words average from 5 to 7, 10 cents per 1000 ems extra; from 8 to 12, 15 cents per 1000 ems extra; 13 to 20, 20 cents per 1000 ems extra; more than 20, the words to be counted at 1 cent each. In no case however, shall the price per 1000 ems exceed $1.00.

If the words are justified they shall count as 1½ words each.

Hebrew Words shall rate double Greek words.

**Side, Centre, and Cut-in Notes.**

Side and Centre Notes in Bibles and Testaments to be counted the full length of the page (including the lead or one rule, which shall count at least one em), according to the type in which they are set, and to be charged 75 cents per 1000 ems. Cut-in Notes in the above works, to be charged 5 cents extra each.

Side Notes in Law, Historical and other works, to be counted the full length of the page, according to the type in which they are set, and at the price per 1000 of the text. Side Folios in Law works to be counted by the maker-up. Cut-in Notes shall be charged at the rate of 5 cents per note. Seals 5 cents extra each.

Matter taking a greater price than the work in which it occurs, shall be measured by itself, and have its own extra over plain matter added to the price of such work. For instance, French Grammar Tables should take the three extras of French, Grammar, and English Tables, according to this price list.

Grammars, Dictionaries, or other extra matter in Foreign Languages, will take the extra of the language and the kind of work; but when English exercises or reading lessons are introduced as a regular feature of the work, such portions shall take the extra of the kind of work only.

**Narrow Measures—Column Matter.**

Matter eighteen ems or less in width shall be paid for according to the following schedule: Per 1000 ems extra.

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 18 ems..... | 1 ct. | 14 ems..... | 7 cts. | 11 ems.....16 cts. | | 8 ems.....30 cts. | |
| 17 " ..... | 2 cts. | 13 " .....10 | " | 10 " .....20 | " | 7 " .....40 | " |
| 16 " ..... | 3 " | 12 " .....13 | " | 9 " .....25 | " | 6 " .....50 | " |
| 15 " ..... | 5 " | | | | | | |

Column matter (that is, matter made up continuously in two or more columns, not dependent upon each other for their arrangement, with or without rules) shall be paid for according to width of measure.

**Tabular and Table Work.**

This is matter set up in three or more columns dependent upon each other for arrangement, and reading across the page.

Three columns of figures or words, with or without rules, one-half extra.

Four or more columns of figures or words, with or without rules, double price.

When blank tables are introduced into a work, they are cast up as tables according to the size of the type in which the body of the work is set.

Short pages in a series of tables shall be charged as full table pages.

Small isolated tables occurring in works of a narrow measure, as in double-column octavos, will be paid for according to the time consumed in composing them, such time however not to exceed $1 50 per 1000 ems.

## MAKING-UP.

In putting work in hand, the office shall decide whether it shall be made up by the compositors or by the office.

In all cases where the compositors make up, if they deem it necessary that matter should be made up by one person, they may appoint from among themselves, or authorize the employer to appoint a person to perform that duty, on terms to be agreed upon between themselves and the person employed to make up: provided, however, that no more than 3 lines per page or 3 cents per 1000 ems shall be allowed for making-up, imposing, taking necessary proofs and keeping the schedule. The maker-up to have no privileges but such as are enjoyed by the other compositors on the work; copy to be given out in regular order, without selecting, and the matter to be charged in full pages, the compositors clearing away head-lines, blanks, leads, etc.

When made-up by the office, the matter shall be measured and paid for on the galleys, deducting 3 cents per 1000 ems for making-up, provided the employer allows the journeymen all cuts, blanks, and leads properly belonging thereto, except tail pages and full page cuts, the office clearing away head-lines, blanks, etc.

In all cases where matter is not measured and paid for by measurement on the galley, the tail pages, and other blanks, belong to the compositor.

In book-rooms, the establishment has the right of claiming full titles and dedications; but in no case shall piece-paying establishments claim half-titles, or any other prefixed matter, nor cull the FAT portions of any work.

## TIME CHARGES.

Compositors employed by the week shall receive not less than $20.00 per week, not more than ten hours to be considered a day's work, and not more than nine hours on Saturday.

Time occupied by alterations from copy, by casing or distributing letter not used by the compositor, etc., to be paid for at the rate of 35 cents per hour. When compositors work beyond regular hours they shall be paid at the rate of 50 cents per hour, or 10 cents an hour in addition to the matter set up, such extra time to be between the hours of 6 P. M. and 7 A. M. Sunday work will be paid at the rate of 70 cents per hour for day, and $1.00 per hour for night work. Composition by the piece double the charges for week work days. Holidays by mutual agreement.

The office must make its corrections according to copy on two proofs, but the compositor must make these corrections on further proofs if any are rendered necessary through his neglect. But author's proofs and alterations from copy shall be paid for at the rate of 35 cents per hour.

Head or sub-head lines, giving a synopsis of the contents of each page, when filled up by the proof-reader or author, shall be considered as author's corrections, and shall be paid for accordingly.

When a compositor is required to turn for sorts, or to take out bad letters and replace them, in consequence of faults in the founder, miscasts, or worn-out fonts he shall be paid at the rate of 35 cents per hour.

When a compositor (working by the piece) receives copy of contents, indexes, or any other copy, where more than the usual quantity of capitals, figures, periods and italics are used, the establishment shall furnish the compositor with the necessary sorts.

When a compositor (working by the piece) is required to make up furniture for letter-press, stereotype, or electrotype forms, he shall charge for such work at the rate of 35 cents per hour.

## JOB WORK.

All men employed by the week, shall be paid not less than $20.00—not more than ten hours to constitute a day's work—not more than nine hours on Saturday; when paid by the hour, the price shall be 35 cents per hour. When compositors work beyond the regular hours, they shall be paid at the rate of 50 cents per hour, such extra time to be between the hours of 6 P. M. and 7 A. M. Sunday work will be paid at the rate of 70 cents per hour for day, and $1.00 per hour for night work. Composition by the piece double the charges for week days. Holidays by mutual agreement. All piece work done in Job offices shall be governed by the book scale.

## ALTERING THE SCALE.

This Scale shall not be altered except by a call for a mutual conference between a joint committee of Employers and Journeymen, and no alterations shall take effect except upon one month's notice by either party to the other, unless by mutual consent.

In case of dispute as to the meaning or intention of any part of this Scale, it shall be settled by reference to a joint Committee of Employers and Journeymen.

This Scale of Prices was adopted by a joint Committee of Employing Printers and Journeymen, New York, April 27th, 1869.

M. B. Wynkoop,
John F. Trow,
E. O. Jenkins,
T. L. De Vinne,
R. H. Smith,
Committee of Employers.

John Wood,
William Egan,
William Stirk,
Joshua E. Williams,
William Philp,
Committee of Journeymen.

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# PRICES FOR NEWSPAPER WORK.

Adopted by New York Typographical Union No. 6, Tuesday, October 29, 1867.

## MORNING NEWSPAPER WORK.

1 Compositors employed by the piece shall receive not less than 50 cents per 1000 ems for common matter, and shall be entitled to at least two hours' continuous composition between 1 and 5 o'clock, P. M., and at least five hours continuous composition between the hours of 6 and 12 P. M. When compositors are employed at night only, by the piece, they shall receive 55 cents per 1000 ems. Piece hands, after 3 A. M., shall be entitled to 40 cents per hour and all matter set after that hour.

2 Compositors employed by the week shall receive not less than $24 per week (six days), ten hours (at least two hours of which shall be between the hours of 1 and 5 P. M.) to constitute a day's work. When employed on night situations only—eight hours to constitute a night's work—the hours of employment shall be between 6 P. M. and 3 A. M., and they shall be paid $22.00 per week, and for all time after 3 A. M. time shall be charged. This article shall apply to compositors employed in reading proof.

3 Compositors may be employed during the day on Morning Newspapers at 45 cents per 1000 ems, or $20.00 per week—ten hours to constitute a day's work.

4 When required to remain in the office unemployed, the compositor shall receive not less than 40 cents per hour for such standing time. All men employed by the week shall charge 40 cents per hour after 3 o'clock A. M. Time occupied in distributing or casing letter not to be used by the person distributing or casing, alterations from copy, lifting forms, etc., to be paid for at not less than 40 cents per hour.

5 When "bogus" copy is given out in lieu of standing time, it shall not be of such a nature as to preclude the compositor from making fair average wages, viz.: intricate or illegible copy, or copy containing great quantities of caps, small caps, italic, points, etc., or "running" on particular "sorts."

6 When compositors are called before 10 A. M., in case of the arrival of a steamer, etc., they shall be paid not less than $1.00 each for such call, and be entitled to the matter they set. This is understood to apply to both week and piece work.

7 Tabular work, etc., containing three or four columns, either of figures or words, or figures and words, without rules, shall be charged a price and a half. All work, as above, with brass or other rules, or where there are five or more columns of figures, or figures and words, with or without rules, shall be paid double price. Headings to tabular column work, in smaller type than the body of the table, shall be paid extra, according to their value.

8 For work done in any language foreign to the office an advance of 5 cents per 1000 ems shall be paid.

9 When a measure exceeds even ems in width, and is less than a three-em space, no extra charge to be made; if a three-em space, an en to be counted; if an en, an en to be counted; if over an en, an em to be counted.

10 All letter cast on a body larger than the face (as Bourgeois on Long Primer) to be counted according to the face; all letter cast on a body smaller than the face (as Minion on Nonpareil) to be counted according to the body. All fonts, the alphabets of which measure less than thirteen ems, shall be counted according to the next smaller size.

11 When intricate work, etc. occurs, which the Newspaper Scale cannot reach, the price to be agreed upon between the employer and the employed.

12 In offices where both week and piece compositors are employed, the fat and lean to be distributed equally among them.

13 All matter set for newspapers during the week, whether published or not, shall be placed in the compositors' bills and paid for at the end of the week, or at whatever time may be specified for the closing of the bills.

## EVENING NEWSPAPER WORK.

1 Compositors employed by the piece shall receive not less than 45 cents per 1000 ems for common matter.

2 Compositors employed by the week (six days) shall receive not less than $20.00, ten hours to constitute a day's work.

3 Compositors employed by the piece shall be entitled to at least three hours' composition between the hours of 8 A. M. and 12 M., and not less than four hours' composition between 12 M. and 5 o'clock, P. M. For time, as laid down in Article 4 of Morning Paper Scale, a charge of 35 cents per hour shall be made.

Articles 5, 7, 8, 9, 10, 11, 12, and 13 of Morning Paper Scale shall apply to Evening Papers.

## WEEKLY, SEMI-WEEKLY, AND TRI-WEEKLY NEWSPAPERS.

1 Compositors employed by the piece shall receive not less than 45 cents per 1000 ems for common matter. When required to work one night per week, they shall be paid the price as laid down in Article 3, following.

2 Compositors employed by the week (six days) shall receive not less than $20.00, ten hours to constitute a day's work.

3 Compositors employed by the piece on Sunday Papers shall receive not less than 46 cents per 1000 ems for common matter. When employed by the week (six days) they shall receive not less than $20.00—ten hours to constitute a day's work, with the exception of Publication Day, when it is expected that a week hand will work during the evening.

4 For time work during the day, a charge of 35 cents per hour shall be made. For time at night, a charge of 40 cents per hour shall be made.

Articles 5, 7, 8, 9, 10, 11, 12 and 13 of Morning Paper Scale shall apply to Weekly, Semi-Weekly, Tri-Weekly and Sunday Papers.

# PRINTERS' WAGES IN NEW YORK CITY

The wages of managers, foremen, and superior workmen in responsible positions depend more upon their performance than upon capacity or ability. In a very large office, where this superior ability is kept in constant and profitable employment, it is sometimes paid at higher rates than are given on the following page. There are managers who receive $2,000 to $4,000 per year, but such salaries are only paid by wealthy publishing houses that have abundance of work, to men of tried and approved executive ability. In a smaller office, where such ability is not in constant exercise, it is sometimes paid at even lower prices than those specified in the tables.

## JOB COMPOSITORS.

| | |
|---|---|
| Manager of a large office, of case and press departments | $35 @ |
| Manager of a small office, of case and press departments | 30 @ 35 |
| Foreman of a large office, case | 25 @ 30 |
| Foreman of a small office, case | 22 @ 25 |
| Second or Assistant Foreman | 22 @ 25 |
| Proof Reader, qualified | 22 @ 25 |
| " " of first proofs only | 20 |
| Job Compositor, sup'r workman | 20 @ 23 |
| " " ordinary " | 20 |
| Boys or Apprentices, 1st year | $3 @ 4 |
| " " 2d " | 4 @ 5 |
| " " 3d " | 5 @ 7 |
| " " 4th " | 6 @ 10 |
| " " 5th " | 8 @ 15 |
| Distributor, or Orderly | 15 @ 20 |
| Two-thirders on time, according to experience and ability | 10 @ 15 |
| Messenger Boys | 3 @ 4 |
| Copy Holders | 5 @ 7 |
| Porter | 9 @ 12 |

The wages of boys are quite irregular. The prices above given are common, but offices that are particular in the selection of intelligent boys to learn the trade, find it judicious to give from one-third to one-half more than the prices quoted.

## BOOK COMPOSITORS.

| | |
|---|---|
| Manager of a large office | $30 @ |
| Foreman of a large office | 25 @ 30 |
| " " small " | 22 @ 25 |
| Assistant Foreman | 22 @ 25 |
| Proof Reader, critical, first class | 30 @ 35 |
| " " superior | 22 @ 25 |
| " " ordinary, 1st proof | 20 |
| Maker-up (3 cents per 1000) or | 20 @ 22 |
| Stone-man | 20 @ 22 |
| Distributor (12 cents per 1000) or | 15 @ 20 |
| Boys or Apprentices, 1st year | $3 @ 4 |
| " " 2d " | 4 @ 5 |
| " " 3d " | 5 @ 7 |
| " " 4th " | 7 @ 10 |
| Copy Holders, according to age and ability | 5 @ 10 |
| Messenger Boys | 3 @ 4 |
| Porter | 9 @ 12 |
| Overrunning | 25 cents per 1000 ems. |
| Compositor (see previous pages.) | |

Indentured apprentices are almost unknown in New York city. Boys who learn the trade commence as messengers or occasional copy-holders, and are promoted according to their ability. In some offices they are paid two-thirds the piece rates given to men; in others, at a fixed rate per week, which is variable.

Girls who undertake to learn the trade are also unequally paid. In some offices they receive nothing for the first two weeks, or, if they are dull, nothing for the first month. All they earn is given to the compositor who instructs them. At the end of the fortnight or month they are paid about 40 cents per 1000 ems. In other offices they are paid $3.00 per week for the first six or eight weeks, and after that at the rate of 40 cents per 1000 ems. When sufficiently expert they are, in some offices, paid the same rate as men. The more common rate is 45 cents per 1000 ems. For leaded reprint, some offices allow but 40 cents per 1000 ems.

## BOOK OR JOB PRESSROOM.

| | |
|---|---|
| Manager of a large room | $35 @ |
| Foreman of a large room | 25 @ 35 |
| Head Pressman, or Assistant | 25 @ 30 |
| Cutter of Wood-cut Overlays | 15 @ 30 |
| Superior Maker-ready | 22 @ 24 |
| Cylinder Pressman, superior | 22 @ 25 |
| " " ordinary | 18 @ 20 |
| " " inferior | 14 @ 16 |
| Adams Pressman, superior | 22 @ 24 |
| " " ordinary | 20 @ 22 |
| " " inferior | 15 @ 18 |
| Hand Pressman, ordinary | 18 |
| " " inferior | 12 |
| Gordon Pressman, superior | 14 @ 18 |
| " " inferior | 8 @ 10 |
| Feeder, boy, first six months | $4 @ $5 |
| " " fair workman | 5 @ 6 |
| " " good " | 7 @ 8 |
| Feeder and Pointer | 8 @ 12 |
| Boy learning the trade,* 1st year | 9 |
| " " " " 2d " | 10 @ 11 |
| " " " " 3d " | 12 @ 14 |
| " " " " 4th " | 15 @ 17 |
| Errand Boys, or Helpers | 4 @ 6 |
| Sheet Boys | 3.50 @ 5 |
| Paper Cutter and Label Trim'er | 15 @ 18 |
| Sheet man, supervising pressing | 15 @ 18 |
| Plate man, caring for stereotype plates | 15 @ 18 |
| Porter | 10 @ 13 |

* This pay of $9 per week is never given to a complete novice. It is supposed that the boy learning has been employed as feeder for at least two years, and as errand boy or sheet boy for at least one year before he is put to feeding.

Girl feeders on Adams presses give their first two weeks of service gratuitously. When considered expert, they are paid $7 per week, which is the uniform price.

### Albany, N. Y.

Morning papers (60 hours), per wk. $20.00
" Overtime, per hour.. .50
Evening papers (54 hours), per wk. 17.00
Weekly Papers: Time work, 59 h., 18.00
" Overtime, per hour.. .45
" Piece work, per 1000 ems. .47
Book and Job work, per week..... 18.00
Overwork, per hour..... .45
Piece work, per 1000 ems..... .50

### Baltimore, Md.

Morning Papers: per week ..... 20.00
" " per hour..... .40
" " per 1000 ems.... .50
Book and Job work, per 1000 ems. .50
" " " " per week .... 18.00

### Boston, Mass.

Morning Papers: Prices are variable; per 1000 ems.....$ .45@ .50
Standing time, per hour ..... .40
Evening papers, per 1000 .. .38@ .43
Weekly " " for men.. .40
Job work, per week.....15.00@20.00
Piece work, per 1000 ems... .45@ .50

### Buffalo N. Y.

Morning papers, per 1000 ems ..... .35
Evening " " ..... .32
Job Printers, per week..... 15.00
" " " extra hands. 18.00

### Cambridge, Mass.

Piece Work: Manuscript, made-up .47
" Reprint, " .. .45

### Charleston, S. C.

Newspapers: Piece work per 1000. .50
" Standing time, per hour. .40
Book and Job: Time work, pr wk. 20.00
" Piece work, per 1000. .50

### Chicago, Ill.

Morning Papers: Piece work, pr 1000 .50
Evening Papers: Piece work, pr 1000 .45
" Time work, per week. 21.00
Book and Job: Time work, pr wk. 21.00
" Hour work, per hour. .45
" Over work, " .. .60
" Piece work, per 1000.. .53

### Cincinnati, O.

Morning Papers, per 1000 ems..... .50
" Foreman, per week 30.00
Weekly Papers: Foreman " " 25.00
Book and Job Compos. per 1000 ems .50
" Hour work, per hour. .35
" Foreman ..... 25.00
" Composition (59 hours) 21.00

### Hamilton, Canada.

Time work (60 hours), per week .. 9.00
Overtime and odd hours, per hour .20
Piece work: Day, per 1000 ems.... .25
" Night, " .... .27

### Mobile, Ala.

Morning Newspapers.

Foreman, per week .....$45.00@$50.00
Compositor, per 1000 ems..... .75

Evening Papers.

Foreman, per week..... 36.00
Compositors, per week..... 30.00
Book work, per 1000 ems..... .75
" " per hour..... .60

### Montreal, Canada.

Time work (60 hours), per week.. 9.00
Overwork, per hour..... .17
Piece work, per 1000 ems..... .27

### New Orleans, La.

Morning Papers.

Foreman, per week ..... 37.50
Compositor, per 1000 ems ..... .65
" per hour ..... .60

Evening Papers, Book and Job Work.

Foreman.....$30.00
Compositor, per week (60 hours).. 25.00
" overtime, per hour .. .60

### Philadelphia, Pa.

Morning Papers: Piece work, pr 1000, .50
" Standing time, per hour .45
" Time work, per week .. 22.00
Evening Papers: Piece, per 1000.. .48
" Weekly wages..... 20.00
Weekly Papers, per 1000 ..... .45
" Time work, per hour. .40
" Weekly wages..... 20.00
Book work: Reprint, per 1000 ems. .48
Manuscript, per 1000 ems..... .50
Time work (59 hours), per week.. 18.00
Overwork, per hour..... .40

### San Francisco, Cal.

Compositor, per 1000 ems ..... .60
" per day..... 4.00

### St. Louis, Mo.

Morning and Evening Papers.

Foreman of Composing Room..... 35.00
Power Press Foreman..... 30.00

Morning Papers.

Foreman of Composing Room..... 28.00
Compositor..... 25.00
Power Press Foreman..... 28.00

Book and Job, etc.

Foreman of Composing Room..... 25.00
Compositor ..... 20.00

Piece Work.

Daily Papers, per 1000 ems..... .50
Book work or Weekly papers..... .45
Time work, per hour..... .45

### Washington, D. C.

Morning Papers: Piece work, pr 1000 .60
" Waiting time, per hour. .50
Book and Job: Piece work, pr 1000. .60
Time work (8 hours daily), per wk. 24.00
Overwork, per hour..... .50
" after midnight, per hour .75

# BOOKBINDERS' WAGES.

## BLANK WORK.

| | Per Week. |
|---|---|
| Manager of a large Bindery | $35 @ 40 |
| " " small " | 30 @ 35 |
| Foreman of Dep't, large office | 25 @ 30 |
| Assistant Foreman, " " | 22 @ 25 |
| Forwarder, superior | 21 |
| " ordinary | 18 |
| Finisher, superior | 24 |
| " ordinary | 21 |
| " inferior | 18 |
| Boy learning the trade, 1st year | 3 |
| " " " " 2d " | 4 |
| Boy learning the trade, 3d year | $5 |
| " " " " 4th " | 6 |
| " " " " 5th " | 8 |
| Ruler, of first class | 24 |
| " second " | 21 |
| " inferior class | 18 |
| Boy or Girl Feeder | $3 @ 6 |
| Book Sewers, superior | 9 |
| " " ordinary | 8 |
| " " inferior | 7 |
| Book Folders, ordinary | 7 |

### Piece Rates for Pamphlet Work.

| | |
|---|---|
| Folding, per 100 sections..8vo | 3 cents. |
| " " " ...12mo | 5 " |
| " " " ...16mo | 4½ " |
| " " " ...24mo | 8 " |
| " " " ...32mo | 8 " |
| Gathering, per 100 sections | 1 " |
| Stitching, thin book, per 100 | 6 cents. |
| " thick " " | 8 @ 10 " |
| Covering, thin book, " | 6 " |
| " thick " " | 8 @ 10 " |
| Sewing, Twine, per 100 sec. | 6 @ 12 " |
| " Bands, " " | 12 @ 30 " |

# LITHOGRAPHERS AND ENGRAVERS.

Designers are paid by special agreement, according to ability. An inferior copyist is paid from $15 to $25 per week; a careful copyist is paid from $25 to $50 per week. An original designer of figures or pictures, or an artist, is paid from $1 to $10 per hour, according to his reputation and ability. The leading designers of the lithographers and of the illustrated papers, when engaged by the year, are paid from $100 to $150 per week. Designers of letters for ordinary show cards are paid from $20 to $40 per week; for the finest work of type-founders, lithographers, and steel-plate printers, at much higher rates.

Engraving on wood or stone is rarely ever done at any general price. The cost of the work may be roughly estimated at twice that of the charge of the draftsman or ordinary designer.

Lithographic Pressmen are paid by the piece. The rates of piece work are graduated so that on ordinary work a fair workman will earn $20.00, and a superior workman, on good work, from $25.00 @ $30.00 per week.

| | Per Week. |
|---|---|
| Engraver on Wood, superior | $25 @ 40 |
| " " ordinary | 20 @ 25 |
| " " inferior | 15 @ 20 |
| Boy learning trade, 1st year | Nominal |
| " " " 2d " | 3 @ 4 |
| " " " 3d " | 4 @ 6 |
| " " " 4th " | 5 @ 10 |
| Lithog. Transferrer, superior | $40 @ 50 |
| " " ordinary | 25 @ 30 |
| " " inferior | 20 @ 25 |
| Steel or Copper-pl. Printer, sup. | 20 @ 30 |
| " " ordinary | 18 @ 20 |
| " " inferior | 15 @ 18 |
| Boy Helper | 8 @ 10 |
| Girl Helper | 5 @ 9 |

# STEREOTYPERS AND ELECTROTYPERS.

| | Per Week. |
|---|---|
| Foreman, or Head Workman | $30 @ 35 |
| Moulder, superior | 20 @ 24 |
| " ordinary | 18 @ 20 |
| Finisher, superior | 24 |
| Boy learning trade, 1st year | 4 @ 5 |
| " " " 2d " | 5 @ 6 |
| " " " 3d " | 6 @ 8 |
| " " " 4th " | 7 @ 10 |

# SPECIAL PRICES OF LITHOGRAPHERS.

For Stationers and the Trade only. Adopted November 1st, 1866.

## TRANSFERRING

| | |
|---|---|
| Checks, Notes, Drafts, Bills of Exchange, Bills of Lading, Certificates of Deposit, Policy Headings, Receipts and Cards | $2.50 |
| Double Transfer with Tinted Back Ground, or name in outline through body of Blank | 5.00 |
| Bill, Letter, and Note Headings, and Envelopes | 2.00 |
| Autograph Circulars | 1.50 |
| Certificates of Stock, to cap sheet 14 × 17 | 4.00 |
| " " " " 15 × 19, or 16 × 21 | 5.00 |
| Tint on face of Certificates to be printed in another color | 4.00 |
| Lettering on face of Certificate to be printed in another color | 2.50 |
| Bonds, one color | 8.00 |
| " two colors | 11.00 |
| " three colors | 14.00 |
| The Transfer of a Bond to be charged in every case, and not to be included in the charge for engraving. | |
| Eight or ten Blanks to a sheet flat cap 14 × 17 | 3.00 |
| " " " 15 × 19, 17 × 22, 19 × 24 paper | 4.00 |
| Checks with back and front margin | 3.50 |
| Two forms on same stone | 3.00 |

## PRINTING PER 100 IMPRESSIONS.

| | |
|---|---|
| Bill Heads, Cap sheet, in black | $1.75 |
| Checks, Notes, Drafts, etc., in black, with margin, on cap sheet, 14 × 17 | 2.00 |
| " " " " in blue, green, brown, etc | 2.25 |
| " " " " in carmine and purple | 2.50 |
| " " " " in gold | 3.50 |
| Eight or ten Checks, Notes, Drafts, etc., to a sheet flat cap, in black | 2.25 |
| " " " " " " " " blue, green, brown, etc. | 2.50 |
| " " " " " " " " purple or carmine | 3.00 |
| " " " " " in black on crown cap, 15 × 19, or 16 × 21, | 2.50 |
| " " " " " in blue, green, brown, 15 × 19, or 16 × 21, | 2.75 |
| " " " " " in purple and carmine, 15 × 19, or 16 × 21, | 3.25 |
| " " " " " in black, on folio post, 17 × 22 | 3.00 |
| " " " " " in blue, green, brown, 17 × 22 | 3.25 |
| " " " " " in purple and carmine, 17 × 22 | 3.50 |
| Letter Headings, per 100 sheets ..... one to a sheet | .65 |
| " " " " ..... two " | 90 |
| Cashier's Letter Headings, occupying more room than an ordinary letter heading ..... one to a sheet | 75 |
| Cashier's Letter Headings, occupying more room than an ordinary letter heading ..... two to a sheet | 1.25 |
| Note Headings, per 100 sheets ..... one " | .50 |
| " " " " ..... two " | .75 |
| " Circulars, " " ..... one " | .65 |
| " " " " ..... two " | 1.00 |
| Autograph Note, or Letter Circular, per 100 sheets | 1.50 |
| Engraved Circulars, one to a sheet, " " | 1.00 |
| " " two " " " | 1.75 |
| " " four to folio sheet, " " | 2.50 |
| Checks, with back margin, per 100 impressions, extra | 1.00 |
| Policy Headings, per 100 Policies, cap sheet | 1.00 |
| " " " " " with endorsement | 2.00 |
| Certificates of Stock, 14 × 17, in black | 3.00 |
| " " 15 × 19—16 × 21 | 4.00 |
| Envelopes, Nos. 5 and 6, per 1000 impressions | 4.00 |
| " Nos. 10 and 12, per 1000 " | 5.00 |

## PRINTING PER 100 IMPRESSIONS.

| | |
|---|---|
| Bonds, 14 × 17, in black | $4.00 |
| " 14 × 17, in two colors | 6.50 |
| " 14 × 17, in three colors | 9.00 |
| " 16 × 21—19 × 23, in black | 5.00 |
| " 16 × 21—19 × 23, in two colors | 8.00 |
| " 16 × 21—19 × 23, in three colors | 12.00 |
| " 19 × 30, in black | 6.00 |
| " 19 × 30, in two colors | 10.00 |
| " 19 × 30, in three colors | 15.00 |

For Printing on Bond or Bank Note Paper, 25 cents per 100 impressions to be added to the above prices. Certificates of Stock and Bonds excepted.

For Printing Tinted Work, 25 cents per 100 impressions, to be added to the above prices.

When less than 100 impressions is ordered, a full hundred to be charged. All Proofs and Sketches to be paid for.

## ENGRAVING

| | |
|---|---|
| Names of Firms or Location, for Checks, etc., in Script | $ .75 |
| " " " " in plain Roman, or enclosed with a line, | 1.25 |
| " " " " in Roman, shaded | 1.50 |
| " " " " in plain Old English | 1.25 |
| " " " " in plain Old English, flourished | 1.50 |
| " " " " in shaded and flourished Old English | 2.00 |
| " " " " in ruled end—Roman or Old English | 3.00 |
| " " " " in Old English or Roman, clouded | 3.00 |
| Bank Titles, in Script | 2.25 |
| " " in Fancy Script | 3.50 |
| " " in Roman and Old English, shaded | 3.75 |
| " " in Fancy Roman and Old English | $5.00 @ 7.50 |
| Flat Tints, name stopped out | 3.00 |
| Waved or Ruled Tint, name stopped out | 5.00 |
| Medallion Tint | 7.50 |

All City of New York Bank Titles, except plain Script, Old English and Roman, not on hand at this date, to be charged as above.

No Engraving on Certificates of Stock to be charged less than $15.00.

The Stones used in getting up any kind of work, remain the property of the Lithographer, and are not to be removed from the establishment where they were engaged.

Terms: Monthly settlement—net cash.

MAVERICK, STEPHAN & Co.
SNYDER, BLACK & STURN,
JULIUS BIEN,
HENRY SIEBERT & BROS.
FERD. MEYER & Co.
HATCH & Co.
KORFF BROTHERS,
MAJOR & KNAPP,
P. MILLER,
D. MCLELLAN.

## PRICES FOR STEEL-PLATE WORK.

| Engraving | | Printing per 1000 impress. | |
|---|---|---|---|
| Plate of 1 Draft | $70.00 | Plate of 1 Draft | $15.00 |
| " 2 " | 110.00 | " 2 " | 25.00 |
| " 4 " | 170.00 | " 4 " | 30.00 |
| Plate of 1 Certificate of Deposit | 75.00 | Plate of 1 Certificate of Deposit | 15.00 |
| " 2 " | 120.00 | " 2 " | 25.00 |
| Certificate of Stock | $150 @ 200.00 | Certificate of Stock | $25 @ 30.00 |
| " " tint plate | 75 @ 125.00 | " " tint plate | 20 @ 25.00 |
| Bills of Exch'ge (1st, 2d, 3d) | 175 @ 250.00 | Bills of Exchange | 30.00 |
| " " tint plate | 75 @ 125.00 | " " tint plate | 20.00 |
| Engraving Special Portrait | 100 @ 200.00 | Single Numbering, per 1000 | 2.50 |
| " " Vignette | 150 @ 300.00 | Each added Numbering, per 1000 | 1.25 |

# TYPES.

## Prices of Printing Types, per pound.

| Sizes. | Roman, Italic and German. | Antique, Condensed, Title, Borders, etc. | Shaded, Ornamented, Script, etc. |
|---|---|---|---|
| 12-line Pica | $0.44 | $0.50 | $0.56 |
| 11 " " | .44 | .50 | .56 |
| 10 " " | .44 | .52 | .58 |
| 9 " " | .44 | .52 | .58 |
| 8 " " | .44 | .54 | .60 |
| 7 " " | .44 | .54 | .60 |
| 6 " " | .48 | .58 | .64 |
| 5 " " | .48 | .58 | .64 |
| 4 " " | .48 | .60 | .72 |
| Canon | .48 | .60 | .72 |
| Meridian | .50 | .60 | .78 |
| Dbl. Paragon | .50 | .60 | .78 |
| " Great Primer. | .50 | .62 | .82 |
| " Columbian | .50 | .62 | .82 |
| " English | .50 | .64 | .86 |
| " Pica | .50 | .64 | .90 |
| " Small Pica | .50 | .64 | .90 |
| Paragon | .52 | .66 | .94 |
| Great Primer | .52 | .66 | 1.00 |
| Columbian | .52 | .66 | 1.00 |
| English | .52 | .70 | 1.12 |
| Pica | .52 | .74 | 1.16 |
| Small Pica | .54 | .78 | 1.22 |
| Long Primer | .56 | .82 | 1.30 |
| Bourgeois | .60 | .90 | 1.44 |
| Brevier | .64 | 1.00 | 1.60 |
| Minion | .68 | 1.12 | 1.80 |
| Nonpareil | .76 | 1.28 | 2.00 |
| Agate | .90 | 1.60 | 2.40 |
| Pearl | 1.40 | 2.00 | 2.80 |
| Diamond | 1.80 | 2.80 | 3.20 |

## Price of Wood Type, per character.

| Size. | Roman, Antique, Gothic and Grecian. | | | Fancy. |
|---|---|---|---|---|
| | Common, Plain and Cond'nsed. | Extended. | Extra Condensed etc. | Shaded, Ornamented, etc. |
| 2-line Pica | $ .. | $. 6 | $ ... | $.. @ .. |
| 3 " " | .. | 6 | .. | .. @ .. |
| 4 " " | 6 | 6 | 6 | 7 @ .. |
| 5 " " | 6 | 7 | 6 | 8 @ .. |
| 6 " " | 6 | 8 | 6 | 9 @ 16 |
| 7 " " | 7 | 9 | 7 | 10 @ 17 |
| 8 " " | 8 | 10 | 7 | 11 @ 18 |
| 9 " " | 9 | 11 | 8 | 12 @ 19 |
| 10 " " | 10 | 12 | 9 | 13 @ 20 |
| 12 " " | 12 | 15 | 10 | 15 @ 22 |
| 14 " " | 14 | 18 | 11 | 17 @ 24 |
| 16 " " | 16 | 22 | 13 | 19 @ 28 |
| 18 " " | 18 | 24 | 14 | 20 @ 30 |
| 20 " " | 20 | 26 | 15 | 22 @ 32 |
| 22 " " | 22 | 28 | 16 | 24 @ 36 |
| 24 " " | 24 | 30 | 17 | 26 @ 40 |
| 26 " " | 26 | 34 | 19 | 28 @ 43 |
| 28 " " | 28 | 37 | 20 | 30 @ 45 |
| 30 " " | 30 | 40 | 21 | 32 @ 48 |
| 35 " " | 35 | 45 | 24 | 38 @ 55 |
| 40 " " | 40 | 50 | 26 | 42 @ 60 |
| 45 " " | 45 | 55 | 30 | 46 @ 65 |
| 50 " " | 50 | 60 | 35 | 52 @ 70 |

## Superiors, per pound.

| | |
|---|---|
| Pearl | $2.80 |
| Agate | 2.40 |
| Nonpareil | 2.00 |
| Minion | 1.80 |
| Brevier | 1.60 |
| Bourgeois | 1.44 |
| Long Primer | 1.30 |
| Small Pica | 1.22 |
| Pica | 1.16 |
| English | 1 12 |

## Signs, per pound.

| | |
|---|---|
| Agate | $1.60 |
| Nonpareil | 1.28 |
| Minion | 1.12 |
| Brevier | 1.00 |
| Bourgeois | .90 |
| Long Primer | .82 |
| Small Pica | .78 |
| Pica | .74 |

## Metal Furniture.

| | |
|---|---|
| Per pound | .30 |

## Quotations, per lb.

| | |
|---|---|
| Common, 3 × 4 Pica ems. | $ .30 |
| 3 × 5 Brevier ems | .42 |
| 4 × 6 " " | .42 |
| 3 × 5 Nonpareil ems | .40 |
| 4 × 6 " " | .40 |

## Leads, per pound.

| | |
|---|---|
| Six to Pica and thicker | $0.30 |
| Seven to Pica | .35 |
| Eight to Pica | .40 |
| Nine to Pica | .60 |
| Ten to Pica | .80 |

## Miscellaneous, per lb.

| | |
|---|---|
| Pearl Check | 1.00 |
| Slugs | .30 |
| Numbered Slugs....each | .20 |
| Circul. Quads, 168 pieces | 15.00 |

## Space Rule, per pound.

| | |
|---|---|
| Minion, 3 to body | $1.50 |
| Brevier, 3 to body | 1.50 |
| Bourgeois, 4 to body | 1.50 |
| Long Primer, 4 to body | 1.50 |
| Small Pica, 4 to body | 1.50 |
| Pica, 4 to body | 1.50 |

## Piece Fractions, per lb.

| | |
|---|---|
| Brevier (half-Brev. body) | $5.00 |
| Bourgeois (Diamond " ) | 3.20 |
| Long Primer (Pearl body) | 2.80 |
| Small Pica (Agate body) | 2.40 |
| Pica (Nonpareil body) | 2.00 |

## Borders and Flowers, per pound.

| | | |
|---|---|---|
| Semi-Minionette....$3.20 | Great Primer .....$ .66 | Meridian .....$ .60 |
| Pearl ..... 2.00 | Paragon ..... .66 | Four-line Pica ..... .60 |
| Agate ..... 1.60 | Three-line Minionet. .66 | Eight-l. Minionette. .60 |
| Nonpareil ..... 1.28 | Double Small Pica.. .64 | Five-line Small Pica .60 |
| Minionette ..... 1.28 | Double Pica ..... .64 | Five-line Pica..... .58 |
| Minion ..... 1.12 | Four-line Minionet. .64 | Six-line Small Pica. .58 |
| Brevier ..... 1.00 | Double English..... .64 | Ten-line Minionette .58 |
| Bourgeois..... .90 | Double Columbian.. .62 | Six-line Pica..... .58 |
| Long Primer..... .82 | Three-line Sm. Pica. .62 | Eight-line Pica ..... .54 |
| Small Pica ..... .78 | Five-line Minionette .62 | Nine-line Pica ..... .52 |
| Pica ..... .74 | Double Great Prim. .62 | Ten-line Pica..... .52 |
| Two-line Minionette .72 | Double Paragon .... .60 | Eleven-line Pica.... .50 |
| English ..... .70 | Six-line Minionette. .60 | Tesselated Border.. 1.00 |
| Columbian ..... .66 | Four-line Sm. Pica. .60 | Mosaic Border..... 1.00 |

## Greek, Hebrew, and Saxon, per pound.

| | | |
|---|---|---|
| Semi-Nonpareil....$3.60 | Minion .....$1.80 | Small Pica .....$1.22 |
| Diamond ..... 3.20 | Brevier..... 1.60 | Pica..... 1.16 |
| Pearl ..... 2.80 | Bourgeois..... 1.44 | Two-line Small Pica .90 |
| Nonpareil ..... 2.00 | Long Primer..... 1.30 | Two-line English ... .86 |

## Card Fonts of Roman.

| | |
|---|---|
| Brilliant.....2 lbs..$10.00 | Long Primer Old Style.....6 lbs..$4.92 |
| Diamond-Brilliant.....3 " .. 10.50 | Small Pica Old Style .....6 " .. 4.68 |
| Diamond .....3 " .. 8.40 | Pica Old Style .....7 " .. 5.18 |
| Pearl .....5 " .. 10.00 | English Old Style .....8 " .. 5.60 |
| Agate .....5 " .. 8.00 | Great Primer Old Style....15 " .. 9.90 |
| Nonpareil .....6 " .. 7.68 | " " " Italic 7 " .. 4.62 |
| Minion Old Style .....6 " .. 6.72 | Double Sm. Pica Old Style.14 " .. 9.04 |
| Brevier Old Style.....6 " .. 6.00 | Double Pica Old Style.....19 " ..12.10 |
| Bourgeois Old Style.....6 " .. 5.40 | |

## Piece Accents, per pound.

Diamond..$2.80 Nonpareil..$1.28 Brevier..$1.00 Long Primer .82 Pica.... .74

## Labor-saving Rule, per lb.....Geo. Bruce's Son & Co.

| | | |
|---|---|---|
| Single, 8 to Pica.....$3.75 | Fifth Series.....$3.75 | Ninth Series..... $2.10 |
| Parallel..... 2.64 | Sixth Series..... 2.40 | Tenth Series..... 2.40 |
| Double ..... 2.40 | Seventh Series..... 2.10 | Eleventh Series .... 2.10 |
| Fourth Series..... 3.75 | Eighth Series..... 2.40 | |

## Labor-saving Leads, assorted lengths, 4 to 22 ems Pica.

Four or Six to Pica.....per lb. $ .45 Pica or Nonpareil.....per lb. $ .40

## Music, per pound.

Half Nonpareil...$3.60 Diamond ..$3.20 Agate.....$2.40 Nonpareil.....$2.00

## Miscellaneous.

| | |
|---|---|
| Combin. Borders, per font.$3.60 @ 15.25 | Brass Flourishes, per set..... $10.00 |
| Brass Braces.....complete set $5.00 | Brass Rule.....per foot .12 @ .90 |
| Brass Circles.....each .60 @ | Corners and Centres ..per set .45 @ 6.25 |
| Brass Dashes..... " .12 @ .90 | Metal Flourishes ..per font.6.00 @ 25.60 |
| Brass Ovals..... " .90 @ 1.50 | Metal Rule.....per foot 12 @ .90 |

## Old Material.

| | |
|---|---|
| Old Type, in exchange, per lb. 15 cents. | Old Electro. Plates....per lb. 8½ cents. |
| " " cash sale.... " 11 " | Brass Shavings..... " 7 " |
| Old Stereotype Plates " 9½ " | Scrap Brass, or Old Rule " 12 " |

Newspaper type and Book type weigh about 40 pounds to the square foot; but, to allow for sorts, it requires 60 pounds to set that amount up with certainty. If much standing matter is required, allowance must be made for that also.

# COMPOSITORS' MATERIALS.

## Type Cases.

| | | | |
|---|---|---|---|
| Regular Pattern | per pair $2.50 | Triple Cases | each $1.75 |
| Two-thirds size | " 2.25 | Music | " 2.00 |
| Greek or Hebrew | " 4.00 | Rule | " 1.75 |
| Job | each 1.75 | Labor-saving Rule | " 2.00 |
| Half | " 1.00 | Blank | " 1.00 |

## Case Stands.

| | | | |
|---|---|---|---|
| Pine, Single, with Racks | $5.00 | Cast Iron, Single | $10.00 |
| " Double, without Racks | 5.50 | " " Double, without Racks | 15.00 |
| " " with Racks | 6.00 | " " " with Racks | 25.00 |

## Iron Bracket Composing Stand....Hawks.

Single .....$8.00. Double.....$12.00. Boxing and Shipping, per dozen $3.00

## Patent Double Stand or Cabinet....R. Hoe & Co.

With Galley Rest and Letter Board, stained to imitate Walnut ..... .....$75
For two lengths of Cases and Galley Rest, stained to imitate Walnut..... 40

## Imposing Stones....R. Hoe & Co.

Italian Marble, with Table and Drawers.

| | Single. | Double. | | Single. | Double. |
|---|---|---|---|---|---|
| Foolscap | 18 × 23.. $28 | 18 × 46.. $43 | No. 3 | 26 × 38.. $48 | 26 × 76.. $78 |
| Medium | 22 × 28.. 32 | 22 × 56.. 52 | No. 4 | 27 × 40.. 53 | 27 × 80.. 84 |
| Super Royal | 26 × 31.. 39 | 26 × 62.. 64 | No. 5 | 28 × 42.. 58 | 28 × 84.. 93 |
| No. 1 | 24 × 33.. 39 | 24 × 66.. 64 | No. 6 | 29 × 45.. 62 | 29 × 90.. 101 |
| No. 2 | 25 × 36.. 43 | 25 × 72.. 71 | Mammoth | 38 × 47.. 86 | |

## Cast Iron Imposing Beds....R. Hoe & Co.

With Table and Drawers.

| | Single. | Double. | | Single. | Double. |
|---|---|---|---|---|---|
| Foolscap | 18 × 23.. $28 | 18 × 46.. $40 | No. 3 | 26 × 38.. $48 | 26 × 76.. $96 |
| Medium | 22 × 28.. 32 | 22 × 56.. 60 | No. 4 | 27 × 40.. 53 | 27 × 80.. 104 |
| Super Royal | 26 × 31.. 40 | 26 × 62.. 75 | No. 5 | 28 × 42.. 58 | 28 × 84.. 113 |
| No. 1 | 24 × 33.. 40 | 24 × 66.. 78 | No. 6 | 29 × 45.. 63 | 29 × 90.. 126 |
| No. 2 | 25 × 36.. 44 | 25 × 72.. 87 | Mammoth | 38 × 47.. 87 | 38 × 94..172 |

## Letter Boards.

| | | | | | |
|---|---|---|---|---|---|
| Demy | 17 × 22....$ .60 | Royal | 23 × 27...$1.20 | Imperial | 27 × 36..$1.80 |
| Medium | 19 × 24.... .90 | Sup. Royal | 24 × 30... 1.50 | Dbl. Med'm. | 28 × 40.. 2.00 |

## Cabinets....Vanderburgh, Wells & Co.

### IMPROVED TWO-THIRD.

10 Case.....$17.50 12 Case.....$21.00
16 Case..... 28.00 20 Case..... 32.00
With Galley .....extra $3.00

### BLACK WALNUT TWO-THIRD.

12 Case.....$24.00 16 Case.....$32.00
20 Case..... 37.00 Galley Top.. 3.00

### FULL GALLEY-TOP.

16 Case.....$40 20 Case.....$50
20 Case, B. W. 55 16 Case, B. W. 44

### THREE-QUARTER.

16 Case.....$28 20 Case.....$32
20 Case B. W..$37 16 Case B. W..$32
Add $3 for Galley Top.

### EAGLE.

Containing 20 Three-quarter, 16 or 20 Full Cases of any desired style, and 2 Drawers, with or without Galley Top, 40 Cases in all, Blk. Walnut $100

### CALIFORNIA.

Containing 14 or 16 Two-third, and 14 or 18 Full Cases, any style desired, with or without Drawer and Galley Top, 34 Cases in all, Black Walnut.....$80

### IMPROVED CALIFORNIA.

Containing 18 Two-third, and 14 or 18 Full Cases of any style desired, with Drawers and with or without Galley Top, 36 Cases in all, Blk. Walnut..$90

### Forty-case Cabinet....R. Hoe & Co.

Contains twenty Three-quarter Job Cases, two Drawers for copy, eight Full Job and eight Triple, with two pairs Cases on top, or Galley.

In Black Walnut.....$100.00 Pine, stained to imitate Black Walnut.$90.00

This Cabinet is also made with five pairs, six Job, and four blank Cases for wood type, and twenty Three-quarter Job Cases, at same prices.

### Twenty-two Case Cabinet, with Drawer....R. Hoe & Co.

Holds two pairs, six Job and four Triple, full size, and four pairs Two-thirds size.

In Black Walnut.....$90.00

In Pine, neatly stained and varnished to imitate Black Walnut..... 80.00

### Cabinets with Galley Tops....R. Hoe & Co.

Made of Cherry Wood.

With 10 pairs Full-size Cases.....$50.00
" 10 " Two-third " ..... 40.00
" 8 " " " ..... 32.00
" 6 " " " ..... 24.00

With 15 Half Cases.....$25.00
" 10 " " ..... 17.50
" 5 " " ..... 10.00
Made of Walnut, extra .....each 5.00

### Improved Cabinet for Newspaper Offices... R. Hoe & Co.

Without Cases.....$15.00 With 16 Cases.....$35.00 With 26 Cases.....$54.00

### Galleys.

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Common..... | 5 | × 15 in. | inside | $ .37 | Imperial .. Slice.. | 15 × 23 in. | inside | $4.00 |
| " ..... | 5½ | × 18 " | " | .50 | Republican, " .. | 18 × 25 " | " | 5.00 |
| " ..... | 6 | × 20 " | " | .60 | Proof, Single Col., Brass Bottom... | | | 2.00 |
| " ..... | 7 | × 22 " | " | .80 | " Double " | " | " ... | 2.25 |
| " ..... | 8 | × 24 " | " | 1.00 | " Single " | lin'g screwed on | | 2.50 |
| Octavo, Slice... | 6 | × 10 " | " | 2.00 | " Double " | " | " " | 2.75 |
| Quarto, " ... | 8¾ | × 13 " | " | 2.50 | " Single " | Patent Lined.... | | 2.25 |
| Medium " ... | 10 | × 16 " | " | 2.75 | " Double " | " | " .... | 2.50 |
| Royal .. " ... | 12 | × 18 " | " | 3.00 | " Single " | all Brass..... | | 3.25 |
| Sup. Ro'l " ... | 14 | × 21 " | " | 3.50 | " Double " | " | ..... | 3.75 |

### Patent Brass-lined Job Galleys.

6 × 10 inches.....$2.25 | 10 × 16 inches.....$4.00 | 14 × 20 inches.....$5.25
8¾ × 13 " ..... 3.00 | 12 × 18 " ..... 4.50 | 15 × 22 " ..... 6.00

### Chases, Wrought Iron, with Shifting Bars.

| Size over all. | Per Pair. | Size over all. | Per Pair. | Size over all. | Per Pair. |
|---|---|---|---|---|---|
| 17¼ × 20 inches... | $13.50 | 24½ × 33¾ inches... | $21.00 | 26¾ × 38¼ inches... | $19.30 |
| 20 × 25 " ... | 16.20 | 27½ × 40¾ " ... | 24.00 | 27¼ × 40¼ " ... | 20.25 |
| 22⅜ × 28¾ " ... | 18.00 | 32½ × 44½ " ... | 27.75 | 28¾ × 42¼ " ... | 21.00 |
| 25¾ × 31¼ " ... | 20.50 | 24½ × 33¾ " ... | 17.50 | 29¼ × 44¼ " ... | 22.00 |
| | | 25½ × 35¾ " ... | 18.50 | | |

### Half Chases, Wrought Iron.

| Size Inside. | Each. | Size Inside. | Each. | Size Inside. | Each |
|---|---|---|---|---|---|
| 15 × 21½ inches ..... | $5.50 | 17¾ × 24 inches..... | $6.20 | 20¾ × 27 inches..... | $7.10 |
| 16 × 23¼ " ..... | 5.50 | 18⅜ × 25 " ..... | 6.20 | 19 × 24 " ..... | 4.75 |
| | | 19¼ × 26 " ..... | 6.20 | | |

### Cast Iron Chases.

| Size Inside. | Each. | Size Inside. | Each. | Size Inside. | Each |
|---|---|---|---|---|---|
| 4 × 5 inches .... | $ .36 | 8 × 10 inches ..... | $ .72 | 18 × 24 inches ..... | $1.68 |
| 4¼ × 6¼ " .... | .42 | 9 × 12 " ..... | .84 | 5 × 16½ " ..... | .86 |
| 5 × 7 " .... | .48 | 10 × 14 " ..... | .96 | 8 × 23½ " ..... | 1.26 |
| 6 × 8 " .... | .56 | 14 × 17 " ..... | 1.24 | Other sizes made to order. | |

### Mailing Blocks.

Nos. 1, 2 and 3, per 1000..$2.50 No. 4, per 1000....$3.00 Nos. 5 and 6....$5.00

### Patent Composing Stick....Grover.

6-inch.....$1.50 | 10-inch.....$2.00 | 14-inch.....$2.50 | 18-inch.....$3.00
8-inch..... 1.75 | 12-inch..... 2.25 | 16-inch..... 2.75 | 20-inch..... 3.25

## Ordinary Composing Sticks.

Six or eight inches long.....each $1.00 For every additional inch..... .15

## Mahogany Job Sticks.

| | | |
|---|---|---|
| 16 inch.....$1.50 | 30 inch.....$2.25 | 36 inch.....$2.75 |
| 20 " ..... 1.75 | 34 " ..... 2.50 | 40 " ..... 3.00 |
| 24 " ..... 2.00 | | |

## Furniture.

| | Per Yard. | | Per Yard. |
|---|---|---|---|
| Cherry, smaller than 2-line Pica....$ | .4 | Pine, sizes smaller than 2-line Pica. | .2 |
| " 2 to 5-line Pica..... | .5 | " 2-line to 5-line Pica ..... | .3 |
| " 6 to 12-line Pica..... | .6 | " 6-line to 12-line Pica ..... | .4 |
| " 13 to 16-line Pica ..... | .10 | " 13-line to 16-line Pica ..... | .6 |
| " Sidestick ..... | .6 | " Bearers..... | .15 |

## Borders, etc., in Wood....Vanderburgh, Wells & Co.

| | | | |
|---|---|---|---|
| Borders, all sizes, per foot...$ | .75 @ 1.75 | Corners, six-line.....per set | $1.50 |
| Indexes, eight-line.....per pair | 1.50 | " twelve-line..... " | 2.00 |
| " twelve-line..... " | 2.00 | Wave Rule .....per foot | .50 |
| " fifteen-line ..... " | 2.25 | Wave Ornament..... " | .75 |
| " twenty-line ..... " | 3.00 | Wood Rules.....per yard | .15 |

## Roller Proof Presses.

| | |
|---|---|
| 9 × 28 inch. inside, with frame...$45.00 | 9 × 28 inch. inside, without frame.$33.00 |
| 16 × 28 " " " " ... 58.00 | 16 × 28 " " " " .. 45.00 |

## Miscellaneous.

| | | | |
|---|---|---|---|
| Hickory Quoins, per 100.....$ | .50 | Candlesticks.....per dozen | $2.00 |
| Boxwood " " ..... | .75 | Snuffers .....per pair | .25 |
| Shooting Sticks, Hickory.....each | .6 | Steel Composing Rule..... | .20 |
| " " Boxwood ..... | .15 | Planer..... | .40 |
| " " Iron ..... | 1.00 | " Mahogany..... | .60 |
| " " Brass ..... | 1.25 | " Proof ..... | .60 |
| Mallets ..... .40 @ | 1.25 | Bodkins ..... .12 @ | .75 |
| Saw and Wooden Mitre Box..... | 2.00 | Combination Knife and Bodkin.... | 2.25 |
| " " Iron " " ..... | 6.00 | Printers' Knife ..... | 2.25 |
| Shears.....per pair | 2.00 | Ley Brushes ..... | 1.13 |
| Lead Cutter..... | 3.50 | Proof " ..... | 1.50 |
| Imp. Brass-rule and Lead Cutter.. | 6.00 | Type Measures..... | .60 |
| Ditto, with Double Lever.....12.00 | | Page Cord.....per ball | .50 |
| Patent Horizontal Mitre Machine | 15.00 | American Printer, by MacKellar.. | 1.50 |
| " Upright " " | 20.00 | Bellows..... | 1.00 |

The Proof-Sheet Tables..Collins & M'Leester: Table of Signatures, Table of the Quantity of Paper required for any Job, Table of Combination Leads and Slugs, Type Gauge, Table of the Quantity of Paper required for any Book, Tables of Proportions, Table showing the Weight of Leads required for any Work.....per set .30

Mitering Machine..Curtis & Mitchell..... 6.50

Patent Galleys..Wilson.....8 × 12, $4.00. 10 × 15, $5.00. 12 × 18, 6.50

Paper and Card Scale for determining fractional sizes..Fisk, Russel & Ames 1.00

Adjustable Self-locking Curvatures..Morris .....per set 15.00

Type Measurer..MacKellar, Smiths & Jordan ..... 1.50

Young's Printers' Guide, or Copy Holder ..... 1.00

# PRINTING PRESSES.

### Double Cylinder Printing Machine....R. Hoe & Co.

| | | |
|---|---|---|
| Bed 28 × 41 inches..$4,600 | Bed 31 × 50 inches..$5,400 | Bed 36 × 57 inches..$6,250 |
| " 31 × 46 " .. 5,000 | " 34 × 54 " .. 5,800 | " 40 × 60 " .. 6,850 |

### Double Cylinder Printing Press....A. B. Taylor.

| | | |
|---|---|---|
| Bed 66 × 44 inches..$7,650 | Bed 54 × 40 inches..$6,575 | Bed 46½ × 31½ ins..$5,000 |
| " 63 × 40 " .. 7,225 | " 57 × 36 " .. 6,250 | " 40 × 28½ " .. 4,500 |
| | " 50 × 31½ " .. 5,400 | |

### Single Small Cylinder Printing Machine....R. Hoe & Co.

| | | |
|---|---|---|
| Bed 25 × 33 inch..$2,150 | Bed 31 × 50 inches..$3,150 | Bed 36 × 57 inches..$3,750 |
| " 28½ × 41 " .. 2,600 | " 33 × 52 " .. 3,300 | " 40 × 60 " .. 4,000 |
| " 31 × 46 " .. 2,850 | " 36 × 54 " .. 3,500 | |

### Single Large Cylinder Printing Machine... R. Hoe & Co.

See advertisement and illustration on a following page.

| | | |
|---|---|---|
| Bed 16 × 21 inches.. $950 | Bed 28½ × 41 inch..$2,500 | Bed 34 × 52 inches..$3,400 |
| " 19 × 23½ " .. 1,400 | " 31 × 46 " .. 3,000 | " 40 × 54 " .. 3,650 |
| " 23 × 28½ " .. 1,800 | " 31 × 50 " .. 3,200 | " 40 × 57 " .. 3,900 |
| " 25 × 33 " .. 2,200 | | |

The above prices include Counter-Shaft, Hangers, Driving-Pulley, two Cone-Pulleys, two Roller-Molds, Blankets, two sets Roller-Stocks, and Boxing and shipping, or Carting and putting-up in New York.

A reduction will be made for any of the above articles not wanted.

Inking apparatus to work four Rollers, extra..... $200

Fly-Wheel and Stand, small size..... $65. Large size..... 95

### Single Small Cylinder Printing Press....A. B. Taylor.

With Self-Flying Apparatus.

| | | |
|---|---|---|
| Bed 60 × 40 inches..$4,000 | Bed 58 × 38 inches..$3,825 | Bed 46 × 31 inches..$2,850 |
| " 56 × 44 " .. 4,000 | " 57 × 36 " .. 3,750 | " 41 × 30 " .. 2,600 |
| | " 50 × 32 " .. 3,150 | |

Each Machine is furnished with, and the above prices include, two sets of Roller Stocks, two Roller Molds, Blanket, Counter Shaft, two Hangers, Driving Pulley, two Cone Pulleys, Boxing and shipping, or Carting and putting-up in New York.

### Old Style of Single Large Cylinder Press....A. B. Taylor.

With Self-Flying Apparatus.

| | | |
|---|---|---|
| Bed 56 × 44 inches..$4,000 | Bed 50 × 31 inches..$3,200 | Bed 33 × 25 inches..$2,200 |
| " 54 × 40 " .. 3,650 | " 46 × 31 " .. 3,000 | " 28 × 23 " .. 1,800 |
| " 52 × 34 " .. 3,400 | " 41 × 29 " .. 2,500 | " 24 × 19 " .. 1,400 |

Extra Fountains from.....$50 to $100.

### New Patent Drum Cylinder Printing Machine....A. B. Taylor.

| | | |
|---|---|---|
| Bed 56 × 44 inches..$3,240 | Bed 50 × 31 inches..$2,750 | Bed 33 × 25 inches..$1,828 |
| " 54 × 40 " .. 3,120 | " 46 × 31 " .. 2,570 | " 28 × 23 " .. 1,565 |
| " 52 × 34 " .. 2,935 | " 41 × 29 " .. 2,320 | " 24 × 19 " .. 1,182 |

Extra Fountains, from.....$50 to $100.

Each machine is furnished with, and the above prices include, two sets of Roller Molds, Blanket, Counter Shaft, two Hangers, Driving Pulley, two Cone Pulleys, Boxing and shipping, or Carting and putting-up in New York.

### First-Class Drum Cylinder Printing Press....Cottrell & Babcock.

| | |
|---|---|
| 19 × 24 inches.....$1.275 | 32 × 46 inches, extra heavy .....$2,500 |
| 19 × 35 " ..... 1,400 | 32 × 50 " ..... 2,400 |
| 24 × 30 " ..... 1,700 | 32 × 50 " extra heavy ..... 2,700 |
| 25 × 35 " ..... 1,850 | 34 × 52 " ..... 2,600 |
| 28½ × 41 " ..... 2,100 | 34 × 52 " extra heavy ..... 2,900 |
| 32 × 46 " ..... 2,200 | 41 × 60 " " " ..... 3,500 |

### Napier Press....A. Campbell.

Bed 37 × 51 inches, four rollers.....$4,300

### Extra Heavy Presses....Cottrell & Babcock.

Four Rollers over a Full Form.

| | | | |
|---|---|---|---|
| 24 × 30 inches | $2,200 | 32 × 46 inches | $3,100 |
| 25 × 35 " | 2,400 | 33 × 50 " | 3,300 |

Counter Shaft, Hangers, Cone Pulleys and Drawing Pulleys, $50. Boxing and shipping smallest size, $25; other sizes, $50. Each Press furnished with Blankets, two Roller Molds, Wrenches, and two sets Roller Stocks.

### First-Class Power Printing Presses....Potter.

With Patent Bunter Springs.

| | | | |
|---|---|---|---|
| 20 × 25 inches | $1,275 | 31 × 46 inches, extra heavy | $2,500 |
| 21 × 27 " extra heavy | 1,475 | 32 × 48 " | 2,400 |
| 24 × 30 " | 1,700 | 32 × 50 " extra heavy | 2,700 |
| 24 × 30 " extra heavy | 1,800 | 34 × 52 " | 2,600 |
| 25 × 35 " | 1,850 | 34 × 52 " extra heavy | 2,900 |
| 25 × 35 " extra heavy | 2,000 | 40 × 54 " " " | 3,200 |
| 31 × 46 " | 2,200 | 40 × 60 " " " | 3,500 |

### Extra Heavy First-Class Printing Presses....Potter.

Four Rollers over a Full Form.

23 × 50.....$2,200 25 × 35.....$2,400 31 × 46.....$3,100 32 × 50.....$3,300

Counter Shaft, two Hangers, two Cone Pulleys, and one Driving Pulley, $50. Boxing and carting smallest size, $25; other sizes, $50. Each Press is furnished with Rubber Blankets, set of Wrenches, Screw Driver, two Roller Molds, and two sets of Roller Stocks.

### Combination Press....A. Campbell.

| | | | |
|---|---|---|---|
| 37 × 51 inches, four rollers | $5,500 | 28 × 41 inches, four rollers | $4,500 |
| 31 × 46 " " " | 5,000 | | |

### The Complete Press....A. Campbell.

| | | | |
|---|---|---|---|
| 36 × 52 inches, two rollers | $2,500 | 26 × 41 inches, four rollers | $1,800 |
| 32 × 50 " " " | 1,900 | 25 × 31 " " " | 1,700 |
| 32 × 48 " " " | 1,800 | 23 × 28 " two rollers (new) | 1,600 |
| 31 × 46 " " " | 1,700 | 20 × 25 " three rollers | 1,500 |

The Price List of all the above Machines include one set of extra Roller Stocks, Roller Molds, Cone Pulleys, Counter Shaft, Blanket, Tapes, Boxing and shipping, or put-up in complete running order in New York City.

### Stop-Cylinder Wood-Cut, and Job Printing Machine..R. Hoe & Co.

See advertisement and illustration on a following page.

| | | |
|---|---|---|
| Bed 14 × 17 inches..$1,200 | Bed 26 × 34 inches..$3,300 | Bed 35 × 51 inches..$6,050 |
| " 19 × 24 " .. 2,000 | " 29 × 42 " .. 4,125 | " 38 × 55 " .. 7,150 |
| " 24 × 29 " .. 2,750 | " 32 × 47 " .. 5,050 | " 41 × 58 " .. 8,250 |

### Hand Stop-Cylinder Printing Machine....R. Hoe & Co.

Bed 31 × 46 inches.....$1,350. For Steam Power, extra.....$75

### "Trip" Cylinder Press....A. Campbell.

| | | | |
|---|---|---|---|
| 32 × 46 inches, four rollers | $3,000 | 25 × 31 inches, four rollers | $2,600 |
| 26 × 41 " " " | 2,800 | 23 × 28 " six " | 2,800 |

### Single Large Cylinder Hand Printing Machine....R. Hoe & Co.

Bed 31 × 43 inches.....$1,500 Bed 35 × 52 inches.....$1,800

The above includes two sets Roller Stocks, Roller-Molds, Blanket, boxing and shipping, or carting and putting up in New York. Apparatus for steam power, $75.

### Railway Newspaper Printing Machine....R. Hoe & Co.

Size of Bed 31 × 46 inches. Price.....$1,350

The above price includes Roller-Molds, Blanket, Boxing and Shipping, or Carting and putting-up in New York.

### Country Newspaper Press....Boston and Fairhaven Iron Works.

| | | | |
|---|---|---|---|
| Bed 31 × 46 inches within bearers | $950 | Bed 24 × 32 inches within bearers | $700 |
| " 28 × 40 " " " | 825 | Boxing and carting from | $20 to 25 |

### Country Power Printing Presses....Potter.

| Table and Cylindrical Distribution. | | Rack and Screw Distribution. | |
|---|---|---|---|
| 31 × 46 inches, hand power | $1,200 | 31 × 46 inches, hand power | $1,450 |
| 32 × 48 " " " | 1,300 | 32 × 48 " " " | 1,550 |
| 34 × 52 " " " | 2,000 | 34 × 52 " " " | 2,100 |

Apparatus for steam power, extra $50. Boxing and Cartage, $50. Each Press is furnished with Wrenches, two Roller Molds, and extra Roller Stocks.

### Country Newspaper, Book and Job Press....Henry.

| | |
|---|---|
| 32 × 48 inches inside bearers, hand power | $1,000 |
| 32 × 48 " " " steam power | 1,050 |
| 32 × 48 " " " hand and steam power | 1,100 |

Boxing and shipping, $50. Two Roller Molds, Rubber Blanket, extra Roller Stocks, and Wrenches go with each press.

### Improved Country Newspaper Press....A. B. Taylor.

| | | | |
|---|---|---|---|
| 46 × 31 inches | $1,340 | 50 × 32 inches | $1,550 |
| Boxing and Shipping extra. | | Apparatus for steam, extra | $60 |

### Improved Country Newspaper Press....A. & B. Newbury.

Bed 31 × 46 inches.....$1,000

This includes Blanket, Roller Molds, Tapes, Wrenches, Boxing and Setting-up in any State east of the Mississippi River.

### The Country Press....A. Campbell.

| | | | |
|---|---|---|---|
| 36 × 52 inches, two rollers | $1,900 | 31 × 46 inches, two rollers | $1,200 |
| 32 × 50 " " " | 1,400 | 25 × 41 " four rollers | 1,200 |
| 32 × 48 " " " | 1,300 | 20 × 25 " three rollers | 800 |

The above prices include two Roller Molds, extra Roller Stocks, Steam Fixtures and Blanket. Boxing and shipping $40 extra.

### Patent Country News and Job Press....A. B. Taylor.

| | |
|---|---|
| News Press, Bed 46 × 31 inches, arranged for hand power | $1,340 |
| " " 50 × 32 " " " " " | 1,550 |
| With Pulleys and arranged for steam, extra | $60 |

Both sizes are arranged with Table and Vibrating Roller Distribution combined.

Each Machine is furnished with, and the above prices include, two sets Roller Stocks, two Roller Molds, Blanket, Boxing and shipping or Carting and putting-up in New York.

### Country Newspaper and Job Presses....Cottrell & Babcock.

Improved Country Presses..Hand Power.

| Table and Cylindrical Distribution. | | Table, Rack and Screw Distribution. | |
|---|---|---|---|
| 31 × 46 inches inside bearers | $1,200 | 31 × 46 inches inside bearers | $1,450 |
| 32 × 50 " " " | 1,300 | 32 × 50 " " " | 1,550 |

Apparatus for steam power, extra, $50. Boxing and Shipping, $50.

Country Newspaper and Job Press..Hand Power.

31 × 46 inches inside bearers, with Cylindrical and Table Distribution.....$1,100

Boxing and shipping, $50. All of the Country Presses are furnished with Fly, Blankets, two Roller Molds, extra Roller Stocks, and Wrenches.

## Bed and Platen Printing Machine....R. Hoe & Co.

| No. | Size of Platen. | Rollers. | Price. |
|---|---|---|---|
| 1 | 14 × 18 inch | 2 Rollers | $1,000 |
| 2 | 19 × 23 " | 2 " | 2,125 |
| 3 | " × " " | 4 " | 2,375 |
| 4 | 19 × 25 " | 2 " | 2,150 |
| 5 | " × " " | 4 " | 2,400 |
| 6 | 20 × 25 " | 2 " | 2,300 |
| 7 | " × " " | 4 " | 2,600 |
| 8 | 22½ × 29½ " | 2 " | 2,550 |
| 9 | " × " " | 4 " | 2,950 |
| 10 | " × " " | 6 " | 3,195 |
| 11 | 24 × 29½ " | 2 " | 2,575 |
| 12 | " × " " | 4 " | 2,975 |
| 13 | " × " " | 6 " | 3,205 |
| 14 | 23 × 34 " | 2 " | 2,900 |
| 15 | " × " " | 4 " | 3,300 |
| 16 | 24½ × 37 " | 2 " | 2,950 |
| 17 | " × " " | 4 " | 3,375 |
| 18 | 24½ × 39 " | 2 " | 3,000 |
| 19 | " × " " | 4 " | 3,425 |
| 20 | " × " " | 6 " | 3,650 |
| 21 | 26 × 40 " | 2 " | 3,100 |
| 22 | " × " " | 4 " | 3,575 |
| 23 | " × " " | 6 " | 3,800 |
| 24 | 27 × 40 " | 2 " | 3,225 |
| 25 | " × " " | 4 " | 3,725 |
| 26 | 30 × 40 " | 2 " | 3,650 |
| 27 | " × " " | 4 " | 4,175 |
| 28 | 30 × 40 inch | 6 Rollers | $4,400 |
| 29 | 27 × 41 " | 2 " | 3,250 |
| 30 | " × " " | 4 " | 3,750 |
| 31 | " × " " | 6 " | 4,000 |
| 32 | 26½ × 43 " | 2 " | 3,400 |
| 33 | " × " " | 4 " | 3,925 |
| 34 | " × " " | 6 " | 4,200 |
| 35 | 27 × 43 " | 2 " | 3,400 |
| 36 | " × " " | 4 " | 3,925 |
| 37 | " × " " | 6 " | 4,200 |
| 38 | 28¾ × 34 " | 2 " | 3,475 |
| 39 | " × " " | 4 " | 4,000 |
| 40 | " × " " | 6 " | 4,250 |
| 41 | 30½ × 43 " | 2 " | 3,800 |
| 42 | " × " " | 4 " | 4,350 |
| 43 | " × " " | 6 " | 4,600 |
| 44 | 33½ × 43½ " | 2 " | 4,250 |
| 45 | " × " " | 4 " | 4,850 |
| 46 | " × " " | 6 " | 5,100 |
| 47 | 30½ × 45 " | 2 " | 4,000 |
| 48 | " × " " | 4 " | 4,575 |
| 49 | " × " " | 6 " | 4,900 |
| 50 | 32 × 46 " | 2 " | 4,400 |
| 51 | " × " " | 4 " | 5,000 |
| 52 | 34 × 48½ " | 2 " | 4,800 |
| 53 | " × " " | 4 " | 5,500 |
| 54 | " × " " | 6 " | 5,800 |

The above prices include a Cone Fly-Wheel, Counter Cone, Tight and Loose Pulleys, Counter-Shaft, Hangers, Driving-Pulley for Main Shaft, two Friskets, six Roller-Cores, if Two-Roller; twelve Roller-Cores, if Four-Roller, and eighteen Roller-Cores, if Six-Roller; four Sets of Nippers of three each; Boxing and Shipping, or Carting and setting-up. For any articles in above list not required, a deduction will be made.

## Liberty Card and Job Press....Degener & Weiler.

Card and Circular Press, 7 × 11 inches inside chase.....$250. Boxing..$6.00
Quarto Medium, 10 × 15 inches inside chase, with fountain.... 425. " .. 7.50
Half Medium, 13 × 19 inches inside chase, with fountain..... 550. " ..10.00

Steam Fixtures for either size, $20. Fountain and Fountain Fixtures for small size, $25. Three Chases, two sets of Roller Stocks, one Roller Mold, one Hand Roller, and two Wrenches go with each press.

## New Style Improved Newbury Blank and Card Press....Kellogg.

Prints a form 6¾ × 11¾ inches .....$150

With each press are sent two Chases with Sidesticks, two pairs Roller Stocks, Roller Molds, three Friskets, Wrenches, and Rubber Blanket: all carefully boxed.

## Universal Printing Machine....Hamilton & McNeal.

Half Med., 13 × 19 inside chase.....$550
Boxing ..... 10
Ink fountain, with five tanks.....$25
Steam fixtures..... 15

## New Nonpareil Job Press....Cincinnati Type Foundry.

7 × 12 inches inside chase.....$250
9½ × 16 " " " ..... 450
15 × 19 " " " ..... 550
15 × 25 " " " ..... 650
Boxing and Carting .....$6 @ $12
Shafting, etc. for steam power $20 @ 27
Extra for fountain ..... 50
Arrangement for cutting off impress. 50

With each press is supplied one Roller Mold, two sets Roller Cores, one Brayer Roller, two to three Chases, and Wrenches.

## Franklin Job and Card Presses....Gordon.

Improved Half Medium Franklin, 13 × 19 inches inside chase..$550. Boxing..$10
Improved Quarto " " 10 × 15 " " " ..425. " .. 7
Enlarg'd and Imp. Eighth Med. Franklin, 7 × 11 " " " ..250. " .. 6

Steam fixtures, $15 extra. Fountain, $25 extra. One Roller Mold, two sets Roller Stocks, and three Chases, are included with each press.

## Chromatic Printing Presses....Suitterlin, Claassen & Co.

8¼ × 11½ inches inside chase.....$375 | 13 × 19½ inches inside chase .....$750
11¾ × 16½ " " " ..... 575 | 18 × 25 " " " ..... 900

Two Roller Molds, two sets of Roller Stocks, three Chases, Wrench, etc., are included with each press. Fountains, Steam Fixtures, and Boxing, extra.

## Washington and Smith Hand Printing Press....R. Hoe & Co.

| Platen. | Bed. | Price. | Platen. | Bed. | Price. |
|---|---|---|---|---|---|
| 14½ × 19½ inch | 18 × 24 inch. | $210 | 24 × 37 inch | 27½ × 41½ inch | $335 |
| 19 × 25 " | 22½ × 29½ " | 250 | 25 × 39 " | 28½ × 43½ " | 350 |
| 22½ × 28 " | 26 × 32½ " | 275 | 26 × 41½ " | 29½ × 46 " | 365 |
| 21 × 30 " | 24½ × 34½ " | 290 | 27 × 43 " | 30½ × 47½ " | 425 |
| 22 × 32½ " | 25½ × 37 " | 305 | 34½ × 43½ " | 38½ × 48 " | 500 |
| 23 × 35 " | 26½ × 39½ " | 320 | Extra, if with frame in pieces | | 20 |

Above price includes two pairs of Points, one Screw Wrench, one Brayer, one Slice, and extra Frisket. Boxing and Carting, or setting-up in New York, $7.50.

## Patent Railway Coupon-Ticket Printing and Numbering Machine. R. Hoe & Co.

Press with three Numbering Plates (see advertisement and illustration).....$2,250
Numbering Wheels and Prickers, per set..... 100
Boxing and Shipping..... 20

## Railway Ticket Machine....R. Hoe & Co.

Price from.....$2,500

## Bed and Platen Job Printing Press....R. Hoe & Co.

(Adams' Patent.)

Size of Bed, 8 × 10½ inches long....$320 Size of Bed, 11¼ × 14 inches long...$520

Prices include Boxing and Shipping, or Carting and setting-up in New York.

Driving-Pulley, Tight and Loose Pulleys, Counter-Shaft and Hangers for steam power, extra, $40.

## New Hand Lever Printing Press....R. Hoe & Co.

Platen 7 × 10 ins....Bed 10 × 13 ins..$65 Platen 10 × 14 ins...Bed 14 × 17 ins..$80

## Stansbury Hand Press....R. Hoe & Co.

Platen 12½ × 16½ inches. Price.....$120

The above price includes Boxing and Carting, or setting-up in New York.

## Patent Numbering Card Press....R. Hoe & Co.

Platen, 4½ × 6 inches. Price.....$400

The above includes Boxing and Carting, or Carting and setting-up. For printing higher numbers, extra. Driving Pulley, Fast and Loose Pulleys, Counter-Shaft, Hangers and two Cone-Pulleys for steam power, extra, $50.

## Excelsior Card and Job Press....Wm. Braidwood.

Eighth Medium, 7 × 11 inches inside chase, 2 rollers in frame.....$250. Boxing, $6
Quarto " 10 × 15 " " " 4 " " ..... 425. " 8
Half " 13 × 19 " " " 4 " " ..... 550. " 12

Half Medium, double geared..$600. Fountain..$25 extra. Steam Fixtures..$30
One Roller Mold, 2 sets Roller Stocks, 3 Chases, 1 Wrench, go with each Press.

## Patent Machine Card Press....R. Hoe & Co.

Size of Platen, 5½ × 7 inches. Price.....$200
Including Boxing and Shipping, or Carting and setting-up.

## Small Card Press....R. Hoe & Co.

Platen 4 × 5 inches. Price.....$100
Including Boxing and Shipping, or Carting and setting-up.

## Globe Printing Presses.

| | | | |
|---|---|---|---|
| Half Medium....13 × 19½ inside....$550 | | Fountain.....$25 | |
| Quarter Medium 10 × 15 " .... 425 | | Steam Fixtures..... 15 | |
| Eighth Medium..8 × 12 " .... 250 | | Boxing.....6 @ 10 | |

One Roller Mold, two sets of Roller Stocks, and three Chases with each press.

## Improved Proof Press....Blackwell.

| | | |
|---|---|---|
| In Wood.....$15 | In Iron.....$25 | With Stand, Brayer Distributor, and |
| With Stand, etc..... 35 | | Receptacles for Ink and Paper....$25 |

## Ready Proof Press for Newspaper Work....R. Hoe & Co.

Size of Bed, 9½ × 40 inches. Price.....$85

## Ready Proof Press for Jobbing....R. Hoe & Co.

| | | | |
|---|---|---|---|
| Bed 16 × 28 in. inside, with Table...$60 | | Bed 9 × 27 in. inside, with Table....$50 | |
| " 16 × 28 " without " ... 50 | | " 9 × 27 " without " .... 40 | |

The above includes Proof-Roller, Boxing and Carting, or Carting and setting-up.

## Steam Inking Machine for Hand Press....R. Hoe & Co.

| | | |
|---|---|---|
| Folio Post.....$210 | No. 2.....$300 | No. 5.....$375 |
| Medium..... 230 | No. 3..... 325 | No. 6..... 400 |
| Super Royal..... 250 | No. 4..... 350 | No. 7..... 425 |
| No. 1..... 275 | | |

## New Patent Self-Inking Machine....R. Hoe & Co.

To Work by the Action of the Press.

| | | |
|---|---|---|
| Foolscap.....$100 | Nos. 1 and 2.....$130 | Nos. 5 and 6.....$150 |
| Medium..... 110 | Nos. 3 and 4..... 140 | No. 7..... 160 |
| Super Royal..... 120 | | |

## Improved Inking Apparatus....R. Hoe & Co.

With Vibrating Cylinder, Railway and Carriage, to Work by Hand.

| | |
|---|---|
| Foolscap.....with 1 Ink Roller...$35.00 | Nos. 1 and 2, with 2 Ink Rollers..$45.00 |
| " .....with 2 Ink Rollers.. 37.50 | Nos. 3 and 4, with 1 Ink Roller... 45.00 |
| Medium.....with 1 Ink Roller... 37.50 | Nos. 3 and 4, with 2 Ink Rollers.. 47.50 |
| " .....with 2 Ink Rollers.. 40.00 | Nos. 5 and 6, with 1 Ink Roller... 47.50 |
| Super Royal, with 1 Ink Roller... 40.00 | Nos. 5 and 6, with 2 Ink Rollers.. 50.00 |
| " with 2 Ink Rollers.. 42.50 | No. 7, with 1 Ink Roller..... 50.00 |
| Nos. 1 and 2, with 1 Ink Roller... 42.50 | No. 7, with 2 Ink Rollers..... 55.00 |

## Distributors,

With Stand and Frame, Complete.

| | | |
|---|---|---|
| Medium.....$20.00 | Nos. 1 and 2.....$25.00 | Nos. 5 and 6.....$30.00 |
| Super Royal..... 22.50 | Nos. 3 and 4..... 27.50 | No. 7..... 35.00 |

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## Paper Wetting Machine....R. Hoe & Co.

No. 1 will wet paper 36 inches long.....$600
No. 2 " " 48 " ..... 700
No. 3 " " 60 " ..... 800
Prices include Counter-Shaft, Hangers, and Pulleys, Boxing and Shipping.

# INKS.

## Printing Inks....H. D. Wade & Co.

| | Per Pound. |
|---|---|
| News Ink, power press | $ .16 @ .20 |
| " " hand press | .20 |
| Ex. News Ink, power press | .20 @ .25 |
| " " " hand press | .25 |
| Book Ink, No. 3 | .30 |
| " " No. 2 | .40 |
| " " No. 1 | .50 |
| " " Fine | .75 |
| " " Extra Fine | 1.00 |
| Pictorial News or Book Ink | .30 .40 .50 |
| Job Ink, for dry and calendered papers, will not set off | .50 .75 1.00 |
| Extra Fine Ink, for cards | 1.00 |
| Superfine Ink, " " | 1.50 |
| Extra Superfine Ink, for cards | 2.00 |
| Super " " " " soft | 3.00 |
| Wood Cut Ink | 1.00 1.50 2.00 3.00 5.00 |
| Printers' Varnish | .30 .40 .50 |
| Red Ink, for paper | .50 .75 1.00 1.50 |
| Scarlet Red Ink | 1.50 |
| Deep Red Ink | 1.00 1.50 |
| Fine Red, for cards or paper | 2.00 2.50 |
| Extra Fine Red | 3.00 5.00 10.00 |
| " " " deep | 3.00 5.00 |
| Lake Ink | 5.00 10.00 |
| Carmine Ink | 16.00 32.00 |
| Scarlet Carmine Ink | 16.00 |
| Chinese " " | 32.00 |
| Ultramarine Ink, poster | .50 .75 1.00 |
| " " fine | 1.50 2.00 3.00 |
| Light Blue Ink | .50 .75 1.00 1.50 |
| Dark Blue Ink | .75 1.00 1.50 2.00 |
| Bronze Blue Ink | 2.00 |
| Light Green Ink | .50 .75 1.00 1.50 |
| Dark Green Ink | .75 1.00 1.50 2.00 |
| Deep Dark Green Ink | 2.00 |
| Brown Ink, poster | .50 |

| | Per Pound. |
|---|---|
| Light Brown Ink | .75 $1.00 1.50 2.00 3.00 |
| Dark Brown Ink | .75 1.00 1.50 2.00 3.00 |
| Bismarck Brown | 2.00 |
| Russet " | 2.00 |
| Yellow Ink, poster | .50 |
| Lemon Yellow Ink | .75 1.00 1.50 |
| Orange " " | .75 1.00 1.50 |
| Deep Orange Yellow | .75 1.00 1.50 2.00 |
| White Ink | .50 .75 1.00 |
| Brown Gold Size | 1.00 1.50 2.00 |
| Yellow " " | 1.00 1.50 2.00 |
| Orange " " | 1.50 2.00 |
| White Size, for dry colors | 1.50 |
| Flock " | 1.50 |
| " Varnish | .75 |
| Sienna Ink | 1.50 |
| Sepia " | 2.00 |
| Raw Sienna Ink | 2.00 |
| " Umber " | 1.50 |
| Olive Ink | 1.50 |
| Bronze Ink | 2.00 |
| Tint Inks, various shades | 1.00 1.50 2.00 |
| Bronze Powder, per oz. | .50 @ 1.50 |
| Silvering Solution, per bottle | .75 @ 1.50 |

### ANILINE INKS.

| | Per Pound. |
|---|---|
| Royal Purple | $16.00 24.00 |
| " " Bluish | 16.00 24.00 |
| Purple Ink | 5.00 10.00 |
| Magenta | 5.00 10.00 16.00 24.00 |
| Solferino | 5.00 10.00 16.00 14.00 |
| Mauve, Bluish | 5.00 10.00 16.00 24.00 |
| " Reddish | 5.00 10.00 16.00 24.00 |
| Claret | 5.00 10.00 16.00 24.00 |
| Emerald Green | 5.00 |
| Aniline Blue | 5.00 |

**To the above prices add Twenty per cent. as per annexed Key.**

| Card Price | .25 | .30 | .40 | .50 | .75 | 1.00 | 1.25 | 1.50 | 2.00 | 2.50 | 3.00 | 5.00 | 10.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Advance | .30 | .36 | .48 | .60 | .90 | 1.20 | 1.50 | 1.80 | 2.40 | 3.00 | 3.60 | 6.00 | 12.00 |

## Lithographic Inks and Varnishes....H. D. Wade & Co.

| | | |
|---|---|---|
| Black Ink, No. 1 | per lb | $3.50 |
| " " No. 2 | " | 2.50 |
| " " No. 3 | " | 2.00 |
| " " No. 4 | " | 1.50 |
| Blue | " | 3.00 |
| Green | " | 3.00 |
| Lemon Yellow | " | 2.50 |
| Orange " | " | 2.50 |
| White | " | 1.25 |
| Brown | " | 3.00 |
| Red | " | 4.00 @ 6.00 |

| | | |
|---|---|---|
| Lake | per lb | $14.00 |
| Carmine | " | 18.00 26.00 |
| Purple | " | 16.00 24.00 |
| Copperplate Ink | " | 1.00 1.50 2.00 |
| Varnish, No. 1 | " | .75 |
| " No. 2 | " | .65 |
| " No. 3 | " | .55 |
| " No. 4 | " | .50 |
| " No. 5 | " | .45 |
| " No. 6 | " | .40 |
| " Copperplate | " | .40 |

# PRESSMEN'S MATERIALS.

## Stereotype Blocks....R. Hoe & Co.

| | Rule Borders. | | Rule Borders. |
|---|---|---|---|
| 4to....4 blocks | $12.00 | $24.00 | |
| 8vo....8 " | 17.00 | 34.00 | |
| 12mo..12 " | 18.00 | 36.00 | |
| 18mo..18 " | 22.00 | 44.00 | |
| 24mo..24 " | 26.50 | 53.00 | |
| 32mo..32 blocks | $30.00 | $60.00 | |
| 48mo..48 " | 36.00 | 72.00 | |
| Patent Sectional Blocks, Hooks, and Catches | | 2.00 | |
| Metal Furniture for do....per lb. | | .50 | |

## Roller Molds....R. Hoe & Co.

Of cast iron, for Hand Press, accurately finished, finely polished, and furnished with bungs and centres, as follows:

| | | | |
|---|---|---|---|
| Foolscap requires | 30 inches long | $15.00 | |
| Medium " | 34 " " | 17.00 | |
| Super Royal " | 36 " " | 18.00 | |
| No. 1 " | 38 " " | 19.00 | |
| No. 2 " | 40 " " | 20.00 | |
| No. 3 " | 42 " " | 21.00 | |
| No. 4 reqnires | 44 inches long | $22.00 | |
| No. 5 " | 46 " " | 23.00 | |
| No. 6 " | 48 " " | 24.00 | |
| No. 7 " | 49 " " | 24.50 | |
| Mammoth | 50 " " | 25.00 | |

## Roller Cloth.

2½ inches wide (in rolls of 12 yards).....per roll, $6.00

## Ink Rollers.

One Handle.

| | |
|---|---|
| 6 and 8 inch Stock and Frame | $1.50 |
| 10 inch Stock and Frame | 1.75 |
| 12 inch Stock and Frame | 2.00 |

Two Handles.

| | |
|---|---|
| 14 inch Stock, and Frame | $2.50 |
| 16 " " " | 2.75 |
| 18 " " " | 3.00 |
| Foolscap " " | 3.75 |
| Medium " " | 4.50 |
| Super Royal " " | 4.75 |
| No. 1 " " | 5.25 |
| No. 2 " " | 5.75 |
| No. 3 " | 6.00 |
| No. 4 " " | 6.50 |
| No. 5 " " | 6.75 |
| No. 6 " " | 7.00 |
| Roller Skin and Lining, sewed | 4.20 |

## Ink Balls.

| | |
|---|---|
| Balls, large size, made up per pr. | $8.50 |
| " middle size, " " | 6.75 |
| " small size, " " | 5.63 |
| Ball Skin and Lining | 2.60 |

## Buckskin Rollers.

Complete.

| | |
|---|---|
| Medium | $31.50 |
| Super Royal | 34.00 |
| Imperial | 40.00 |

## Best Patent Rubber Blanket.

| | |
|---|---|
| 26 inches wide.....per yard | $7.25 |
| 32 " " " " | 8.00 |
| 36 " " " " | 8.50 |
| 40 " " " " | 9.00 |
| 44 " " " " | 11.00 |
| Tympan Rubber, 36 inch, " " | 1.75 |

## Best English Felt Cloth Blanket, per yard.

| | | | |
|---|---|---|---|
| 32 inches wide, Thick Cloth | | $5.50 | |
| 36 " " " " | | 6.25 | |
| 40 " " " " | | 6.75 | |
| 44 " " " " | | 7.60 | |
| 46 " " " " | | 8.00 | |
| 50 " " " " | | 8.80 | |
| 54 inches wide, Thick Cloth | | $10.00 | |
| 60 " " " " | | 11.00 | |
| 36 " " Thin " | | 3.75 | |
| 40 " " " " | | 4.15 | |
| 50 " " " " | | 5.20 | |
| 60 " " " " | | 6.20 | |

## Tape, Best quality, in 36-yard rolls, per roll.

Half-inch.....$1.44 Three-quarter-inch.$2.16 1⅛ inch.....$2.88

## Miscellaneous.

| | |
|---|---|
| Embossing Imprint for Card and Letter Presses..Wilson | $10.00 |
| Tympan-sheet Gauge Pin....Things.....per dozen | .84 |
| Platen Press Feed Guides...Megill..... " | 1.80 |
| Printing Press Counter, for recording impressions..Hart | 15.00 |

### Miscellaneous.

Bank and Horse, from.....$8.25
Rounce Straps.....per set 1.88
Sheepsfoot Hammer..... 1.50
Screw Driver..... .75
Press Wrench..... 1.25
Screw Wrench..... 2.00
Tympan " ..... 1.00
Points, with Springs.....per pair .50
" without Springs... " .36
Tympan Bolt and Nut....per pair .45
Ink Table, Foolscap..... 8.50
Ink Block..... 1.25
Ink Slice..... .90
Ink Brayer..... .30
Tin Kettle, for Comp., per set $7.50 @
Copper Kettle, " " 16.00
" " " work by steam 75.00

Spirits Turpentine.....per gallon $ .50
Sponges, for rollers, coarse.per lb 1.75
Benzine.....per gallon .15@ .22
Oil, Kerosene..... " .40@
" Sperm, winter. " 2.40@2.60
" Machine..... " .85@1.00
Rags, for cleaning rollers...per lb. .12
Potash, crude, first sorts.... " .10
" Babbitt's Concentrated " .18
Ammonia, Carbonate of..... " .20
" Spirits..... " .40
Glue, Cooper's A, extra.per lb .44@
" " No. 1..... " .38@
" common, for binders " .22@
Soda Ash.....per lb. .4@ .5
Make-ready Board...per sheet .16@.22
Type Brushes .....each .75@1.50

### Roller Composition.

Francis & Loutrel's, per lb.....$ .60
Bingham's, per lb .....$ .25

# STANDING PRESSES.

### Hydraulic Press....R. Hoe & Co.

6-inch Ram, 25 × 37 inch., 140 tons. $850
8 " " 26 × 40 " 250 " ..1,125
10 " " 28 × 44 " 390 " ..1,500
12-inch Ram, 32 × 46 inch., 560 tons.$2,000
14 " " 36 × 49 " 765 " .. 2,600
Other sizes made to order.

### Pumps for Hydraulic Presses....R. Hoe & Co.

Double Vertical Steam Pump.....$1,200
Double Horizontal Steam Pump.. 750
Double Pump on separate Cistern. 350
Single Pump.....$150
" " on separate Cistern ... 200
Power applied, extra, about ..... 100

### Hydraulic Press....A. B. Taylor.

Diameter of Ram, 12 inches..Platen, 46 × 32 inches, 6 feet space, 565 tons.....$1,800
" " 10 " .. " 44 × 28 " 6 " " 392 " ..... 1,350
" " 8 " .. " 40 × 26 " 5 " " 252 " ..... 1,025
Single Pump on base of Press..... 150
Single Pump, with separate Cistern..... 200
Double Pump, with separate Cistern..... 350

### Double-Gearing Iron Standing Press....R. Hoe & Co.

| Screw. | Platen. | Price. |
|---|---|---|
| No. 1..5¼ inches, | 32 × 43½ inches... | $650 |
| No. 2..5½ inches, | 32 × 43½ inches.., | $700 |

### Double-Pawl Iron Standing Press....R. Hoe & Co.

| Screw. | Platen. | Price. |
|---|---|---|
| No. 1..3½ inches, | 22½ × 29 inches... | $300 |
| No. 2..4½ " | 22½ × 29 " ... | 340 |
| No. 3..6 inches, | 33 × 46 inches..... | $650 |
| No. 4..7 " | 33 × 46 " ..... | 850 |

### Iron Standing Press....R. Hoe & Co.

| Platen. | Screw. | Price. |
|---|---|---|
| No. 1.. 7½ × 15 inches, | 1¼ inches... | $40 |
| No. 2..16 × 24 " | 2½ " ... | 150 |
| No. 3..21 × 29 inches, | 3 inches..... | $200 |
| No. 4..26 × 33 " | 3½ " ..... | 225 |

Other sizes made to order.

### Screw Standing Press, for Printers or Binders....R. Hoe & Co.

With White Oak Bed and Head.

| Screw. | Platen. | Price | Screw. | Platen. | Price. |
|---|---|---|---|---|---|
| No. 1..2½ inches, | 17 × 28 inches..... | $125 | No. 4..4 inches, | 21½ × 33 inches .... | $225 |
| No. 2..3 " | 18 × 30 " ..... | 160 | No. 6..5 " | 32 × 47½ " .... | 540 |
| No. 3..3½ " | 20 × 32½ " ..... | 190 | No. 7..5 " | 36 × 54 " .... | 600 |

Prices include Boxing and Shipping, or Carting and putting-up in New York.

### Iron Standing Press, for Printers or Binders....W. O. Hickok.

| | | |
|---|---|---|
| 3½ inch screw, | 6 iron rods, | Platen 24 × 32¾ inches..... $160 |
| 3½ " | " " " | same as above, with wheel and ratchet..... 195 |
| 4 " | " " " | gun-metal box, platen 28 × 45½ inches ..... 225 |
| 4 " | " " " | same as above, with wheel and ratchet..... 275 |
| 4 " | " " " | Platen 28 × 48 inches..... 320 |

### Press Boards, for Dry Pressing Printed Work....Lindemeyrs.

Usual sizes, 21 × 31, and 24 × 32 inches. Usual weights, 65, 80, 112, 120, 130, 140, 150 pounds. Prices, by the gross: No. 1, 20 cents per pound; No. 2, 18 cents per pound. Larger sizes are made to order, in quantities of not less than three gross.

## CUTTING MACHINES.

### Card Cutter, for Printers....R. Hoe & Co.

| | | |
|---|---|---|
| 6-inch Shears.....$13.50 | 8-inch Shears.....$16.00 | 12-inch Shears .....$22.50 |
| 7 " " ..... 15.00 | 10 " " ..... 20.00 | 14 " " ..... 27.00 |

### Patent Self-feeding Card Cutting Machines....Cowles.

Foot Machine.....$200.00 Hand Machine.....$40.00 Boxing.....$3.00

### Improved Combined Strip and Card Cutter....Cowles.

Price.....$60.00. Boxing.....$1.50

### Rotary Card Cutter....Ruggles.

25-inch.....$35.00 30-inch.....$45.00 Boxing, extra.....$2.00

### Circular Millboard Cutters, for Binders....R. Hoe & Co.

| | |
|---|---|
| No. 1 will cut board 24 inches.....$350 | No. 3 will cut board 36 inches.....$450 |
| No. 2 " " " 30 " ..... 400 | No. 4 " " " 42 " ..... 500 |

Extra Cutters, per pair, from $15. Carrying Bands, extra, $30. Treadle, extra, $30
Prices include Boxing and Shipping, or Carting and setting-up in New York.

### Shears and Iron Table for Millboard....R. Hoe & Co.

The blades of the Shears are 29 inches long. Price.....$125.00

### Shears and Wood Table for Binders' Millboard....R. Hoe & Co.

Cutting-edge of Shears, 26 inches. Price.....$50.00

### The Acme Patent Paper-cutting Machine....Montague.

28-inch cutter.....$425 32-inch cutter.....$450 38-inch cutter.....$500
Steam fixtures, $25 extra. Front gauge extra.

### American Paper Cutter....Boston and Fairhaven Iron Works.

Length of knife, 28 inches .....$125

### Turn Table Cutting Machine....Hickok.

| | | | |
|---|---|---|---|
| Power Machine.....$500. | Without Self-action Power.....$280 |
| Hand " ..... 425. | " " Hand..... 260 |

### Patent Paper Cutting Machines....Riehl.

No. 1..Cuts 32 inches, hand.....$300
No. 2.. " 33 " hand, $400. Stm 450
No. 4..Cuts 36 in. Hand, $500. Stm. $550
No. 5..Cuts 38 " " 600. " 650
Boxing and carting extra.

### Plough-Knife Paper Cutters....Ruggles.

Wood Frame, to cut 28 inches.....$50.00
" " " 30 " ..... 55.00
Iron Frame, " 30 " ..... 60.00
Wood Frame, to cut 33 inches.....$60.00
" " " 36 " ..... 70.00
A square board and extra knife furnished with each machine.

### Plough-Knife Paper Cutter....R. Hoe & Co.

Width of Paper cut, 27 inches....With Iron Frame, $80. With Wooden Stand, $60.00

### Minerva Paper Cutter....Curtis & Mitchell.

Cuts 30 inches.....$275

### Patent Iron Frame Paper Cutter....Bigelow.

To cut 28 inches.....$60.00
" 40 " ..... 70.00
To cut 33 inches.....$80.00
" 36 " ..... 90.00
A squaring board and extra knife furnished with each machine.

### Power Paper Cutting Machine.

Width of paper cut 24 inches.....$1,150
" " " 30 " ..... 1,300
" " " 36 " ..... 1,450
" " " 42 " ..... 1,600

### Patent Franklin Paper Cutter.

30-inch, iron frame.....$70.00

### New Paper Cutter....Hardy.

Cuts 30 inches .....$200.00
Fitted for steam, extra..... 25.00

### Paper Cutter..Newbury.

Plough-Knife, price.....$50.00

### Patent Lever Cutter..Sanborn.

Cuts 31 inches.....$375.00

### Patent Hand or Power Cutting Machines....Sanborn.

28-inch.....$450.00
30-inch..... 475.00
32-inch.....$575.00
34-inch..... 625.00
36-inch.....$700.00
40-inch..... 800.00
42-inch.....$900.00

### Patent Sliding Knife Paper Cutter....Sheridan.

With Wooden Paper Table, cutting 32-inch paper.....$600.00
With Iron Paper Table and Square Knife-board.. ..... 650.00
Cutting 27 inches ..... 450.00

### Sliding Knife Paper Cutter....Sanborn.

Cuts 32-inch paper.....$250.00

### Sliding Knife Paper Cutter....Hickok.

Lever, hand, 25 inch.$300 Steam or hand, 27 in.$450 Steam or hand, 32 in.$600.00

### Circular Shears or Board Cutter....W. O. Hickok.

Circular Shears, steam power, 42 inches.....$450.00

### Patent Book and Paper Trimming Machine....R. Hoe & Co.

Space occupied on floor, 6 feet × 2 feet 6 inches. Price.....$1,000

### Self-acting Grinding Machine....Sanborn.

To grind 52-inch knife.....$175.00 With patent Emery Wheel.....$210.00

### Improved Grinding Machine....Hickok.

To grind knife 4 feet long .....$150.00

# ELECTROTYPING APPARATUS.

## R. Hoe & Co.

### Moulding Press, etc.

Solid Head.

| | |
|---|---|
| Toggle, takes Chase 16 × 21 in | $400.00 |

Swinging Head.

| | |
|---|---|
| Toggle, takes Chase 21 × 28 in | 600.00 |

Solid Heads.

| | |
|---|---|
| Hydraulic, takes Chase 24 × 30 | 1000.00 |
| High Lead Mould | 15.00 |
| Guard Line " | 15.00 |
| Bevel " | 15.00 |

### Steam Wax Kettle, etc.

| | |
|---|---|
| No. 1 Iron, 9 in. diameter | 20.00 |
| No. 2 " 12 " | 30.00 |
| Iron Building Tool | 4.00 |
| Copper " " | 5.00 |
| Gas Stand for heat'g bld'g tool | 15.00 |

### Blackleading Machines.

| | |
|---|---|
| No. 1, for Form 14 × 19 in. | 250.00 |
| No. 2, " 18 × 24 in. | 300.00 |
| No. 3, " 24 × 30 in. | 375.00 |
| Apparatus for Steam Power, ex. | 35.00 |
| Bellows | 8.00 |
| Pump and Hose | 20.00 |

### Backing Pans.

Iron Open.

| | |
|---|---|
| No. 1, for Form 6 × 9 in. | 18.00 |
| No. 2, " 8 × 11½ in. | 22.00 |
| No. 3, " 10 × 14 in. | 27.00 |
| No. 4, " 12 × 16½ in. | 34.00 |
| No. 5, " 14 × 19 in. | 41.00 |
| No. 6, " 16 × 21½ in. | 50.00 |
| No. 7, " 18 × 24 in. | 60.00 |
| No. 1 Stand for Nos. 1 to 4 | 12.00 |
| No. 2 " Nos. 5 to 7 | 16.00 |
| Overhead Bar and Pulleys | 30.00 |
| Metal Body Mould, with 6 Cores for Casting type high | 85.00 |

### Furnaces.

Iron Melting, complete.

| | |
|---|---|
| No. 1, with Pot 12 × 16 and 5 in. dp. | $70.00 |
| No. 2, " 16 × 21 " 5 in. " | 130.00 |
| No. 3, " 20 × 26 " 5 in. " | 160.00 |
| Extra Top for No. 2 | 12.00 |
| " No. 3 | 15.00 |
| Extra Pot for No. 1 | 8.00 |
| " No. 2 | 12.00 |
| " No. 3 | 15.00 |
| Extra Front and Door for No. 2 | 30.00 |
| " " No. 3 | 35.00 |
| Extra Door and Frame for No. 2 | 18.00 |
| " " No. 3 | 20.00 |
| Extra Grate Bars for No. 1 | 2.50 |
| " " No. 2 | 5.00 |
| " " No. 3 | 8.00 |
| Skimmer for No. 1 or 2 | 3.00 |
| " No. 3 | 4.50 |
| Iron Ladle | 1.50 |
| No. 1 Iron Crane, for Iron Furn's | 60.00 |
| No. 2 " " Brick " | 80.00 |

### Brass Moulding Cases.

| | |
|---|---|
| No. 1, for Form 6 × 9 in. | 5.00 |
| No. 2, " 8 × 11½ in. | 8.00 |
| No. 3, " 10 × 14 in. | 11.00 |
| No. 4, " 12 × 16½ in. | 14.00 |
| No. 5, " 14 × 19 in. | 18.00 |
| No. 6, " 16 × 21½ in. | 23.00 |
| No. 7, " 18 × 24 in. | 30.00 |

### Tables.

Steam Heating.

| | |
|---|---|
| No. 1 Iron, for Nos. 1 to 4 Case | 70.00 |
| No. 2 " " 5 to 7 " | 90.00 |

Case Filling.

| | |
|---|---|
| No. 1 Iron, for Nos. 1 to 4 Case | 35.00 |
| No. 2 " " 5 to 7 " | 45.00 |

☞ See also Finishing Department.

# STEREOTYPING APPARATUS.

## PLASTER PROCESS....R. Hoe & Co.

### Moulding Stones, etc.

| | |
|---|---|
| No. 1, Mounted, 18 × 30 in. | 27.50 |
| No. 2, " 24 × 36 in. | 42.50 |
| No. 3, " 32 × 46 in. | 72.50 |
| Brush for Oiling Form | 2.50 |
| " Cleaning " | 1.50 |
| Mould for Flasks | $20.00 |
| Thumbscrews for Flasks, per doz. | 6.00 |

### Casting Pan.

| | |
|---|---|
| No. 1 Iron, for Form 6 × 9 in. | $20.00 |
| No. 2 " " 8 × 11½ in. | 25.00 |
| No. 3 " " 10 × 14 in. | 30.00 |
| No. 4 " " 12 × 16½ in. | 36.00 |
| No. 5 " " 14 × 19 in. | 43.00 |
| No. 6 " " 16 × 21½ in. | 52.00 |
| No. 7 " " 18 × 24 in. | 63.00 |

## PLASTER PROCESS..Continued.

### Furnaces.

Iron Melting, complete.

| | |
|---|---|
| No. 1, with Pot 11 × 15 and 10 in. dp. | $75.00 |
| No. 2, " 15 × 20 " 10 " | 145.00 |
| No. 3, " 19 × 25 " 10 " | 180.00 |
| Extra Top for No. 2 | 15.00 |
| " " No. 3 | 20.00 |
| Extra Pot for No. 1 | 10.00 |
| " " No. 2 | 15.00 |
| " " No. 3 | 20.00 |
| Extra Front and Door for No. 2 | 35.00 |
| " " No. 3 | 42.00 |
| Extra Door and Frame for No. 2 | 18.00 |
| Extra Grate Bars for No. 1 | $2.50 |
| " " No. 2 | 5.00 |
| " " No. 3 | 7.00 |
| Stirrer for No. 1 | 6.00 |
| " No. 2 or 3 | 9.00 |
| Skimmer for No. 1 | 3.00 |
| " No. 2 or 3 | 4.50 |
| Ladle | 1.50 |
| No. 1 Iron Crane, for all Iron | 60.00 |
| No. 2 " " Brick | 80.00 |
| Lifting Tongs | 3.50 |
| Plain " | 3.00 |
| Pincers | 1.50 |

## CLAY PROCESS....R. Hoe & Co.

### Melting Furnace, etc.

Complete, all Iron, with Pot.

| | |
|---|---|
| 12 × 16 in. and 5 in. deep | $75.00 |
| Gauge Wires, each | .50 |
| Screw Clamps " | 1.85 |
| Lifting Irons | .60 |
| Skimmer | 3.00 |
| Ladle | 1.50 |
| Tongs | 3.00 |
| Pincers | 1.50 |

### Moulding Press.

For Form 9 × 12 inches $115.00

### Moulding Stone, etc.

| | |
|---|---|
| Mounted, 18 × 18 inches | $20.00 |
| Clay, per lb | .10 |
| Trowel | 2.85 |
| Brush for Oiling Form | 2.50 |
| " Cleaning " | 1.25 |

### Moulding Plates.

| | |
|---|---|
| Iron, 11 × 15 and ⅛ in. thick | $9.00 |
| " Back, 12 × 15 and ⅛ in. thick | 9.00 |
| Iron Spreading Bar | 9.00 |

## PAPER PROCESS....R. Hoe & Co.

### Steam Drying Press.

| | |
|---|---|
| No. 1, for Form 9 × 12 in. | $100.00 |
| No. 2, " 12 × 16 in. | 175.00 |
| No. 3, " 15 × 20 in. | 250.00 |
| No. 4, " 18 × 24 in. | 325.00 |
| No. 5, " 21 × 28 in. | 400.00 |
| No. 6, " 24 × 32 in. | 475.00 |

For Steam Platens, add 20 per cent.

### Iron Melting Furnaces,

With Circular Pot.

| | |
|---|---|
| No. 1, 12 inches in diameter | $50.00 |
| No. 2, 16 " " | 80.00 |
| No. 3, 20 " " | 120.00 |
| No. 4, 24 " " | 160.00 |
| No. 5, 28 " " | 200.00 |
| Extra Pot for No. 1 Furnace | 5.00 |
| " No. 2 " | 8.00 |
| " No. 3 " | 11.00 |
| " No. 4 " | 15.00 |
| " No. 5 " | 20.00 |
| Iron Ladle, No. 1 | 1.75 |
| " " No. 2 | 2.75 |
| " " No. 3 | 4.00 |
| Copper Ladle, No. 1 | 12.00 |
| " " No. 2 | 16.00 |
| " " No. 3 | 30.00 |
| " " No. 4 | 40.00 |
| Iron Skimmer | 8.00 |

### Iron Tables.

Imposing, Zinc Covered and Mounted.

| | |
|---|---|
| No. 1, for Form 15 × 20 in. | $50.00 |
| No. 2, " 18 × 24 in. | 55.00 |
| No. 3, " 21 × 28 in. | 63.00 |
| No. 4, " 24 × 32 in. | 76.00 |

Beating, Mounted.

| | |
|---|---|
| No. 1, for Form 15 × 20 in. | 45.00 |
| No. 2, " 18 × 24 in. | 50.00 |
| No. 3, " 21 × 28 in. | 57.00 |
| No. 4, " 24 × 32 in. | 70.00 |

Elevating.

| | |
|---|---|
| No. 1, for Form 15 × 20 in. | 140.00 |
| No. 2, " 18 × 24 in. | 150.00 |
| No. 3, " 21 × 28 in. | 162.00 |
| No. 4, " 24 × 32 in. | 175.00 |
| Oil Brushes, Goat's Hair, each | 2.50 |
| Chalk " " " | 2.50 |
| Beating " Bristles " | 6.00 |
| Paste " Wire Bound, " | 2.50 |
| Circular H'd Brushes, for Sieving | 1.50 |

### Matrix Plates.

| | |
|---|---|
| No. 1 Brass, for Form 9 × 12 in. | $8.00 |
| No. 2 " " 12 × 16 in. | 12.50 |
| No. 3 " " 15 × 20 in. | 18.00 |
| No. 4 " " 18 × 24 in. | 25.00 |
| No. 5 " " 21 × 28 in. | 32.00 |
| No. 6 " " 24 × 32 in. | 40.00 |

## PAPER PROCESS..Continued.

### Matrix Troughs.

Cast-Iron, with Pipe.

| | | |
|---|---|---|
| No. 1, for Form | 15 × 20 in. | $8.00 |
| No. 2, " | 18 × 24 in. | 10.00 |
| No. 3, " | 21 × 28 in. | 12.00 |
| No. 4, " | 24 × 32 in. | 15.00 |

### Casting Molds.

| | | |
|---|---|---|
| No. 1, for Form | 9 × 12 in. | $125.00 |
| No. 2, " | 12 × 16 in. | 175.00 |
| No. 3, " | 15 × 20 in. | 250.00 |
| No. 4, " | 18 × 24 in. | 300.00 |
| No. 5, " | 21 × 28 in. | 350.00 |
| No. 6, " | 24 × 32 in. | 400.00 |
| No. 1 Curved, for Form | 9 × 12 in. | $155.00 |
| No. 2 " " | 12 × 16 in. | 220.00 |
| No. 3 " " | 15 × 20 in. | 315.00 |
| No. 4 " " | 18 × 24 in. | 375.00 |
| No. 5 " " | 21 × 28 in. | 440.00 |
| No. 6 " " | 24 × 32 in. | 500.00 |
| Metal Body Mold, with Cores, for Casting type high | | 85.00 |
| Mold for Border Furniture | | 20.00 |
| Shears | | 2.50 |
| Mallet | | .40 |
| Planer | | .40 |
| Brass Border Rule | per foot | 1.50 |
| Wood " | " | .10 |

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## FINISHING MACHINES....R. Hoe & Co.

| | |
|---|---|
| Iron Saw-Table and Saw, to work by Foot or Steam Power | $240.00 |
| Ditto, with Outside Cutter and Sliding-Table | 336.00 |
| Parallel Gauge for ditto, extra | 40.00 |
| Sliding Carriage for ditto, to carry Plates, extra | 40.00 |
| Hand Saw | 2.50 |
| No. 1 Power Planing and Sawing Machine, 12 inch Stroke, to take on Plate 11½ × 20 inches, with Outside Cutter and Sliding Table | 700.00 |
| Ditto, with Cutter, but without Saw Table and Saw | 600.00 |
| Ditto, with Saw, but without Cutter | 600.00 |
| Ditto, without Saw or Cutter | 500.00 |
| No. 2 Power Planing and Sawing Machine, 17 inch Stroke, to take on Plate 17 × 30 inches, with Outside Cutter and Sliding Table | 900.00 |
| Ditto, with Saw, but without Cutter | 800.00 |
| Ditto, with Cutter, but without Saw | 800.00 |
| Ditto, without Saw or Cutter | 700.00 |
| No. 1 Hand Shaving Machine, 11½ inch wide | 160.00 |
| Extra Head for ditto | 40.00 |
| No. 2 Hand Shaving Machine, 16½ inch wide | 240.00 |
| Extra Head for ditto | 56.00 |
| No. 1 Power Bevelling Machine, for Bookwork | 300.00 |
| No. 2 " " " Newswork | 375.00 |
| No. 1 Hand Bevelling Table, for Form 9 × 12 inches | 150.00 |
| No. 2 " " " " 12 × 16 " | 200.00 |
| No. 3 " " " " 15 × 20 " | 250.00 |
| No. 4 " " " " 18 × 24 " | 300.00 |
| No. 5 " " " " 21 × 28 " | 350.00 |
| No. 6 " " " " 24 × 32 " | 400.00 |
| Curved Hand Bevelling Tables, 25 per cent. advance on above prices. | |
| Iron Shoot Board, and 2 Planes | 30.00 |
| Set of 2 Hammers and 6 Chisels, assorted | 10.00 |

# BOOKBINDERS' MATERIALS.

### Embossing and Gilding Press....R. Hoe & Co.

With Sliding Bed, 7 × 11 inches.....$300 Fixed Bed, 5 × 8 inches.....$150

### Half-Arch Embossing Press....R. Hoe & Co.

Head 5 × 8 inches.....$150

### Embossing Machines....R. Hoe & Co.

Head 10½ × 12½ inches.....$500
" 14 × 18 " ..... 800
Head 19 × 24 inches.....$1,350
" 24 × 30 " ..... 2,250

Prices include Boxing and Shipping, or Carting and putting-up in New York.

### Embossing Presses....W. O. Hickok.

With Hand Lever.....$275
With Lever heavier and stronger .. 350
Solid Frame Heavy Hand Press... 400
Solid Frame, Hand and St'm $550 @ 750
With steam power..... 550 @ 850
" " " .....1,100 @ 1,500

### Smashing or Book-Pressing Machine.

This machine is on same plan as the Embossing Press, and prices are the same.

### Table Standing Press....R. Hoe & Co.

Size of platen 7½ × 15 inches.....$40.00. Boxing and carting.....$1.50

### Piercing Machine for Pamphlets....R. Hoe & Co.

To work by Treadle.....$50

### Book Rolling Machine....R. Hoe & Co.

Width between Frames, 14 inches.....$300

### Ruling Machine for Blank Books, etc....R. Hoe & Co.

Size of paper ruled, 26 inches. Price.....$225

### Book Sawing Machine....R. Hoe & Co.

Prices from.....$150 to $300

### Backing Machine....R. Hoe & Co.

From.....$85 to $500

### Cherry Pressing Boards....R. Hoe & Co.

Made of the finest cherry, thoroughly seasoned, and finished in the best manner.

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 6 × 10½ | inches | per dozen | $5.40 | 16 × 24 | inches | per dozen | $14.40 |
| 8 × 10 | " | " | 6.00 | 17 × 22 | " | " | 14.40 |
| 8 × 12 | " | " | 6.60 | 20 × 24 | " | " | 15.60 |
| 10 × 13 | " | " | 7.20 | 20 × 28 | " | " | 19.20 |
| 10 × 16 | " | " | 9.60 | 24 × 32 | " | " | 24.00 |
| 11 × 14 | " | " | 9.60 | 24 × 38 | " | " | 30.00 |
| 12 × 19 | " | " | 10.20 | 26 × 40 | " | " | 37.80 |
| 13 × 20 | " | " | 10.80 | Brass Bound, 16 × 24 | in., | " | 36.00 |
| 14 × 21 | " | " | 12.00 | Cases for Brass Bound Boards, ea., | | | 5.00 |

The top and bottom Boards are flush on one side. Any other size made to order.

### Superior Planished Tin Boards for Leather....W. O. Hickok.

In Sets of 14.

No. 1, 7½ × 12, each board.....$1.50
No. 2, 12 × 16, " " ..... 3.00
No. 3, 13 × 19½, each board.....$3.50
Case for a set of 14 boards..$2.00 @ 3.00

### Pennsylvania Ruling Machine....W. O. Hickok.

Old Style.....$226. Boxing.....$9.50
New Style.....$246. Boxing.....$9.50
Boxing either for sea voyage.....12.00

Furnished with 6 clamps, 30 × 32 inch beaverteen cloth, and 28 inch apron.
Gun Metal Boxes and Bearings on either of the above, extra..... 15.00
Steel Journals to each Roller, and Cylinder on either, extra..... 16.00

## Double Ruling Machine....W. O. Hickok.

Double Ruling Machine.....$410.00
" " " with three cloths to drop the paper at further end.. 465.00
Boxing either machine..... 15.00
Beaverteen Cloths, 32 inches wide..... 20.00
" " 32 " " very heavy and superior..... 22.00
" " 28 " " ..... 16.00
Aprons, 27 to 28 inches wide..... 10.00
India Rubber, 32 inch cloth, very fine..... 35.00
Brass Work to attach the Beam to the frame, including Hand Rest, Turn Button and Weight, new style work, Patent..... 16.00
Weight for Beam..... 1.00
Tweezers for Pens..... 25.00
Patent Pen Rest..... 10.00

## Improved Extension Penholders....W. O. Hickok.

Half-inch.....each..25 cents
Three-quarter-inch..... " ..30 "
One-inch..... " ..35 "
Half-inch, double.....each..50 cents
Three-quarter-inch, dbl. " ..60 "
One-inch, double..... " ..70 "

## Patent Striker for Down Ruling....W. O. Hickok.

To strike four heads and attached to machine.....$220.00
The same boxed and delivered on cars in Massachusetts..... 170.00
To strike six heads, extra.....$10.00. Boxing..... 1.50

## Patent Beam Standard....W. O. Hickok.

Price without beam (but with beam stem).....$28.00

## Patent Fan....W. O. Hickok.

Price.....$15.00. Boxing.....$ .75

## Miscellaneous....W. O. Hickok.

Improved Sawing Machine.....$125.00
Guage Table Shears, 32 inch..... 85.00.
Improved Stabbing Machine.... 50.00
Backing Machine..... 65.00
Finishing Press, 21 inches long.. 2.25
" " 28 " " .. 2.50
Joint Rods.....per dozen .75
Standing Press, with Lever..... 30.00
Press, Platen 16 × 24..... $42.00
" " 10 × 16..... 25.00
" " 16 × 24..... 45.00
Iron Press, Platen 16 × 24..... 78.00
" " " 16 × 24..... 80.00
Standing Press, all iron..... 118.00
" " ..... 126.00
" " ..... 140.00
Countershaft, Hangers, etc., for light machinery..... 15.00
Cogwheel and Pulleys to run by steam power..... 15.00
Embossing or Seal Press, with Tables, for stamping Note paper, etc..... 120.00
Blank Book Sewing Bench for Tape or Parchment..... 7.50
Sewing Benches for Printed Work, 24 inches between Screws..... 1.50
" " " " 30 " " " ..... 2.00
" " " " 36 " " " ..... 2.50
Finishing Stand to attach to Table, small size..... 3.00
Large Size ditto for blank work..... 5.00
Goff's Patent Supplemental or Finisher's Turn Table for Bookbinders..... 8.00
Gold Cushions, 7 × 13.....$3.00. 8 × 16.....$4.00. 9 × 18..... 5.00
Gilding Presses, wooden checks, wro't iron screws, gun-metal boxes $25.00 @ 30.00
Cutting Boards.....Price for face measure of end-wood 2½ cents per square inch.
Brass-boards, 16 × 24, for Muslin work..... $3.00
Plow and Press, very superior, including boxing..... 12.00
Beating Hammer..... 2.50
Forming Iron..... 2.00
Backing Boards, entire face covered with iron, 10 inches long..... 1.20
" " " " " " " 12 " " ..... 1.44
" " " " " " " 14 " " ..... 1.68
" " " " " " " 16 " " ..... 1.92
" " " " " " " 18 " " ..... 2.16

Other sizes 12 cents per inch.

## Miscellaneous... Sanborn.

Improved Board Cut'r ..$425.00 @ 475.00
Embossing Presses..... 325.00 @ 1000.00
Smashing Machines.... 750.00 @ 1000.00
Sawing Machine, hand or power .150.00
" " Balanced Table .225.00
Patent Backing Machine.400.00 @ 445.00
Job " " 75.00 @ 85.00
Foot Stabbing Machine, all iron .$75.00
Power " " " ...150.00
Hand " " " ... 25.00
Stamping Machines .... 75.00 @ 325.00
Hand Beveling Machine, 12 inch. 35.00
Foot " " 18 " 50.00
Power " " .....225.00
Saw Cut Machine, for Books sewed on Raised Bands.....180.00 @ 225.00
Back Moulding Machine, for making backs for Blank Books .....175.00
Improved Iron Grindstone Frame, by hand or foot....$17. By power or foot 20.00
Wood or Iron Gilding Presses, with Iron Screw and Brass Boxes..... 60.00
Stands for above.....each 15.00
Iron Bench Blocks, for Rounding or Jogging-up Books.....$6.00 9.00 15.00

## Miscellaneous....R. Hoe & Co.

Squaring Shears.....per inch $2.00
Finishing Press..... 3.25
Cutting Press and Plough..... 15.00
Knife for Plough..... .75
Pin for Plough..... 1.00
Backing Hammer..... 2.00
Compasses..... 1.00
Plough and four Boards for squaring paper..... 50.00
Screw for Plough, with Iron Point and Nut..... $5.00
Sewing Bench..... 2.75
Polisher, Cast-Steel..... 5.00
Agate Burnisher..... 2.50
Hand Shears..... 2.50
Backing Boards.....per inch .18
Cutting Board .....per foot .05
Beating Hammer..... 3.00

## Inks....W. O. Hickok.

Imperial Blue, for Fancy Heads, etc.....quarts, per dozen $6.00
Carmine Ruling (1 ounce Carmine to 1 gallon..... " " " 10.00
Concentrated Ink (1 ounce Carmine to 1 quart).....per quart 2.50
Dry Carmine, No. 40.....per ounce 1.25
Blue Ruling Ink Powder .....half-pound boxes, each 1.00
" " " " .....one-pound " " 1.75
Blue Paste.....1, 2 and 3 pound jars, per pound 1.25

## Patent Inks....W. O. Hickok.

Scarlet.....per quart .50
Concentrated (enough to make 12 to 16 quarts)..... 6.00
Blue .....per quart .50
Yellow, Bismarck, Green, Violet, Brown, Mauve.....each " .75
Purple..... " " .60

## Straw Boards... Lindenmeyrs.

Steam Dried, 26 × 38 inches. No. 50 to 100 .....per ton $80, $90, $100.00
Air Dried, 26 × 38 inches, No. 20 to No. 50..... " " 80, 90.00
All put up in bundles of 50 pounds each. Size 29 × 42 inches may be had.

## Binders' Board....Lindenmeyrs.

22 × 27 inches..Nos. 18, 20, 25, 30, 35, 40, 50, 60 .....per ton $100.00
21 × 31 inches..Nos. 20, 25, 30, 35, 40, 45, 50, 60..... " 100.00

## Colored Leather, per Dozen.

Straight Grained Skivers, Blue, Maroon, and Green..No. 1, $11.00....Extra, $14.00
" " " Cochineal..... " 14.50....
Undresssed Blue, Maroon, Russia-red, and Cochineal. " 11.00.... " 13.50
Diced or Cross Grained, Blue, Maroon, and Russia .... " 11.00.... " 14.00
Glazed Blue and Maroon Title..... " 12.00.... " 14.50
" Cochineal, English Title..... " .... " 16.00
Paste Grain, Morocco Imitation..... " 15.00.... " 17.50
Pebble " " " American and Foreign " 13.00....
Straight Grain Roans, all colors..... " 10.50.... " 12.50
Undressed " " " " " 10.00.... " 12.00
Russia Leather.....per roll of 10 skins 57.50
Cow Hide, Imitation Russia .....per foot .26

### Moroccos, per Dozen.

American, all colors.....$18.00 @ 30.00
French, No. 1.....30.00
" " second quality.....23.00
Thin, all colors.....14.00 @ 17.00
" Extra size.....19.00
Imitation Morocco, German.....14.50
Bock Leather..No. 1, $8.00..Extra 10.00

### Bark Leather, per Dozen.

Fleshes, No. 1.....$2.50 @ $2.75
" X..... 4.00 @ 4.25
" XX..... 5.75 @ 6.00
Law Sheep..... 8.00
" " Extra.....11.00 @ 12.00
Blank " ..... 9.50
Bark Skivers, No. 1.....7.50 @ 8.00
" " No. 2.....4.50 @ 5.50
" " Extra.....8.50 @ 10.00
" " XX, for Law Work.12.00

### Patent Head Band.

Per Piece, 12 yards.....$1.00 @ $2.50

### Book Cloth, Wilson's, per piece.

Common Colors.....$7.50
Extra Browns.....10.00
" Greens and Ultra Blue.....10.50
" Solferino, Magenta, Ruby..11.50
" Red.....12.50
" Cochineal.....13.00
Grey, super..... 3.25

### Papers, per Ream.

Wave and Spot Marble, good Ger.$9.00
" " " " " Am.. 9.00
Comb Marble, Superior French...16.50
" " Extra quality, Fr..19.00
" Common, German.....14.50
Fancy Comb and Fancy Curl, Ger.19.00
Agate, French.....10.00 @ 14.00
English Marble, for extra work...40.00
Brown Lining Paper..... 7.00

### Card Middles, for Back Linings.

Size 22 × 28 inches.....per ream $15.00

### Miscellaneous....H. Griffin & Sons.

First Class Tar Boards..per lb. 5¾ cts.
Cutting Press and Plough.....$12.50
Sewing Benches..per lb...$.1.75 @ 2.00
Indigo Paste, in jars.....per lb. .75
Vellum Scraps.....per lb. $1.20 @ 1.25
Egg Albumen..... " 2.50 @ 3.00
Blood " ..... " 1.15 @ 1.25
Blue Ruling Ink Powder, ½ lb. box 1.25
Blue Ruling Ink Powd., 1 lb. box $2.00
" " " Imperial...per qt. .75
Dry Carmine, No. 40.....per oz. 1.50
Glue Brushes.....each .44 @ 56
Paste Brushes, Copper Bound..ea. 1.30
" " Iron " .." 1.10
Sprinkling Brushes..... " 1.85

### Miscellaneous....John R. Hoole & Son.

French Berries.....per lb. $ .85
Brazil Wood..... " .30
Peach Wood Lake..... " 1.50
Prepared Colors, 2 lb. cans. " .75
Binders' Glue, best quality " .20
Glue, best qual., by the bbl.per lb.$ .18
" " " White..... " .60
Best French Varnish, pale .per qt. 2.00
" " " dark . " 1.75
" " " " per gal. 8.00

### Threads and Twines, for Binder's use.

| No. | Marshall's Best. | Hayes' Best. | Sampson. |
|---|---|---|---|
| 12, per lb. | $1.00 | $ .90 | $ .80 |
| 16, " | 1.10 | .95 | .85 |
| 18, " | 1.20 | 1.00 | |
| 22, " | 1.30 | 1.15 | .95 |

| No. | Marshall's Best. | Hayes' Best. | Sampson |
|---|---|---|---|
| 25, per lb. | $1.40 | $1.20 | $1.00 |
| 30, " | 1.50 | 1.30 | |
| 40, " | 2.00 | 1.45 | |

Soft Twine, all sizes.....$ .45
Sampson's Thread at above prices, with discount 10 per cent for 12 lbs. or more.

### Stamping Press....Lowell & Brett.

For Stamping Initials or Monograms on Note Paper.

With 3 Die-holders and 3 Counters $150.00 With 1 Die-holder and 1 Counter $130.00
Twenty-five small Steel Dies for Color Stamping..Rustic $36.00 Old English 30.00

### Old Paper Stock, per pound.

Clean White Shavings.....6 cents
Printed work, clean, good order.4 "
Books, with covers on.....3 "
Mixed Scrap Paper.....2 cents
Binders' Cuttings, etc.....1 "

# LITHOGRAPHY AND ENGRAVING.

## Patent Lithographic Cylinder Printing Machine....R. Hoe & Co.

Stone 21 × 26 inch..$3,750 | Stone 28 × 40 inch..$5,850 | Stone 36 × 52 inch..$8,400
" 24 × 32 " .. 4,750 | " 32 × 46 " .. 7,000 | " 40 × 60 " ..10,000

The above prices include Counter Shaft, Hangers, Driving Pulleys, one extra set of Rollers, Blanket, Boxing and Shipping, or carting and putting up in New York. A reduction made for any of these articles not required.

## New Style Lithographic Press....R. Hoe & Co.

Bed 20 × 26 inches ...$200 | Bed 28 × 40 inches ...$300 | Bed 36 × 52 inches ...$425
" 24 × 32 " ... 250 | " 32 × 46 " ... 350 | " 42 × 60 " ... 500

## Geared Copper-plate Press....R. Hoe & Co.

Bed 34 × 60 inches.....$1,250 Bed 34 × 66 inches.....$1,350

## Iron Copper-plate Press....R. Hoe & Co.

Bed 10 inches wide.....$150 | Bed 24 inches wide.....$325
" 12 " " ..... 175 | " 26 " " ..... 370
" 15 " " ..... 200 | " 28 " " ..... 415
" 18 " " ..... 240 | " 30 " " ..... " 460
" 21 " " ..... 280

## Lithographic Stones.

Engraving Stones, faced both sides, small sizes.....per lb 8 cents.
" " " " " larger " ..... " 12 "
Transfer Stones, ordinary sizes.....per lb. 12 @ 16 "
" " large sizes..... " 16 @ 25 "

## Best French Lithographic Rollers.

11 inch....$5.50 12 inch....$7.00 13 inch...$7.50 14 inch....$8.00 15 inch....$9.00

## Blanketings, etc.

India Rubber.....per lb $2.25 | Swansdown].....per yard $1.25
Best Machine, 38 inch....per yard 12.00 | Elastic Bedding....per square foot .45
Extra Stout, 60 inch..... " " 20.00 | Felt for Rollers.....per lb. 3.25

## Palette Knives, per dozen.

6 inch.....$5.00 7 inch.....$6.25 8 inch.....$8.00

## French Chalks, Inks, etc.

French Chalk, 1, 2, 3..per gross....$5.00 | Tracing Paper, 60 × 40 in..per qr. $3.33
French Writing Ink.....per doz.12.00 | Tracing Cloth .....per yard .75
Eng. Plate Paper, 19 × 24 inches, | Sifted Graining Sand .....per gall. 2.00
80 lbs.....per lb. .34 | Gum Arabic.....per lb. .75
India Paper...per bundle.$10.00 @ 14.00 |
Tracing Paper, 30 × 20 in...per qr. 1.65 | American Crayons.....per gross 3.50

## Engravers' Woods....Vanderburgh, Wells & Co.

Boxwood, per square inch.....$ .2 @ .6 | Mahogany, per square inch $ .0¾ @ .1
Maple " " " .... 1½ @ .2 | Pine Tints, 27½ × 39¾ inches, each 1.75

## Miscellaneous.

Silk Dabbers.....each..$ .82 | 12-in. Plain Emery Parallel Rules.$1.50
Etching Points..... " .. .45 | 12-in. Brass-bound " " . 4.00
Etching Balls, ground..... " .. .62 | Hammers.....each.. 2.25
Bordering Wax..... " .. .45 | Hand Vises.....each..$2.00 and 2.50
Eye-Glasses.....each..75c. to 1.75 | Turkey Oil Stone.....each.. 2.66
Lozenge Gravers, assorted, per doz. 1.50 | " " " mounted.. " .. 4.33
Square " " " 1.50 | Eye-Glass Stands ..... " .. 6.50
Graver Handles..... " 1.00 | 2-line Gauges.....per set.. 3.66
Scrapers.....each.. 1.15 | 3 " " ..... " .. 7.00
Burnishers..... " .. .85 | Tracing Points.....each.. .45
T Squares.....each..$3.30 to 4.30 | Rich Gold Bronze, FF.....per lb.. 8.00
Roulettes.....each.. 1.50 | " " " A..... " .. 4.75
Sand Bags.....each..50c. to 2.75 | Citron " " No. 3 / 0 / c. " .. 8.00
Dividers.....each.. 2.00 | Best Deep Gold Leaf.....per M.. 35.00

# SUNDRIES.

## Copper Plates.

19 × 17—15 W. G.....per lb..$1.57 | 18 × 14.....per lb..$1.57

## Steel Plates.

20 × 15.....each..$10.00 | 24 × 18.....each..$28.00

## Zinc Plates.

24 × 16, Grained.....each..$6.25 | 20 × 16, Polished.....each..$5.50

Zinc Plates, grained or polished, 50 to 60 cents per pound.

## Leather Belting.

| | | |
|---|---|---|
| 1 inch.....per foot $ .10 | 5 inch.....per foot $ .58 | 10 inch.....per foot $1.24 |
| 2 " ..... " " .22 | 6 " ..... " " .70 | 12 " ..... " " 1.52 |
| 3 " ..... " " .34 | 7 " ..... " " .82 | 15 " ..... " " 1.98 |
| 4 " ..... " " .46 | 8 " ..... " " .96 | 20 " ..... " " 2.88 |

## Patent Round Belting.

| | |
|---|---|
| Half-inch diameter.....per foot $ .10 | Five-eighths-inch diam...per foot $ .27 |
| Three-eighths-inch diam.. " " .15 | Three-quarter-inch " ... " " .34 |
| Half-inch diameter..... " " .20 | One-inch diameter..... " " .50 |

## Gold Leaf, for Binder's use.

| | |
|---|---|
| Pale.....per pack $7.50 | Extra Deep.....per pack $9.00 |
| Lemon or usual..... " 8.00 | Half Leaf..... " 5.00 |

## Mourning Note Paper and Envelopes....French.

| Paper..per Ream. | Narrow Border. | Medium Border. |
|---|---|---|
| Commercial | $2.75 | $4.00 |
| Octavo | 2.50 | 3.75 |
| Billet | 2.25 | 2.50 |

| Envelopes..per Thousand. | Narrow Border. | Broad Border. |
|---|---|---|
| Commercial | $3.75 | $5.00 |
| Octavo | 3.50 | 4.75 |
| Billet | 3.25 | 4.50 |

## Embos'd Paper and Envelopes.

| | Paper. Per Ream. | Envelopes. Per 1000. |
|---|---|---|
| Commercial Note | $4.00 | $6.00 |
| Octavo Note | 3.50 | 5.00 |
| Billet Note | 3.00 | 4.00 |

## Wedding Envelopes.

Largest size.....per 1000 $18.00 @ 20.00
Smallest size..... " 17.00 @ 19.00

## Document Envelopes.

Fine and very thick Manilla Paper.

Sizes 8½ to 14.

| | |
|---|---|
| Flat.....per doz. $ .35 @ .55 | |
| Box Form, ½ in. thick " .50 @ .80 | |
| " " 1 " " " .65 @ 1.00 | |
| " " 1½ " " " .75 @ 1.12 | |

## Elastic Rings for Elec'n Tickets.

Per Thousand.....75 cents.

## Vertical Steam Engine....R. Hoe & Co.

| | |
|---|---|
| 5 Horse Power $2,250....Boxing.$30.00 | 15 Horse Power $4.500....Boxing.$50.00 |
| 10 " " 3,500.... " 40.00 | 20 " " 6,000.... " .. 60.00 |

Patent Newspaper Folding Machine..Forsaith.....$600.00 @ 1050.00

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|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| CHINA | 45 | 55 | 65 | 70 | 78 | 85 | 90 | 1.15 | 1.35 | 1.45 | 1.65 | 2.00 | 2.15 | 3.00 | CHINA | 5.50 |
| WHITE SATIN<br>SATIN, Colored both sides | 55 | 65 | 70 | 80 | 90 | 1.00 | 1.10 | 1.35 | 1.60 | 1.70 | 2.00 | 2.45 | 2.60 | 3.50 | WHITE SATIN<br>SATIN, Colored both sides | 6.50 |
| THIN BLANKS | 50 | 60 | 70 | 80 | 90 | 95 | 1.05 | 1.30 | 1.50 | 1.60 | 1.85 | 2.25 | 2.40 | 3.25 | THIN BLANKS | 6.00 |
| PRINTERS' BLANKS | 55 | 65 | 75 | 85 | 95 | 1.05 | 1.18 | 1.40 | 1.60 | 1.70 | 2.00 | 2.45 | 2.60 | 3.50 | PRINTERS' BLANKS | 6.50 |
| THICK SATIN, Colored both sides,<br>THICK SATIN, White<br>FINE BLANKS<br>EUREKA BRISTOL | 65 | 75 | 85 | 95 | 1.05 | 1.12 | 1.25 | 1.55 | 1.80 | 2.00 | 2.35 | 2.75 | 3.00 | 4.00 | THICK SATIN, Colored both sides,<br>THICK SATIN, White<br>FINE BLANKS<br>EUREKA BRISTOL | 7.50 |
| EXTRA THICK SATIN | 90 | 1.00 | 1.10 | 1.30 | 1.40 | 1.55 | 1.75 | 2.20 | 2.45 | 2.60 | 3.10 | 3.75 | 4.00 | 5.50 | EXTRA THICK SATIN | 10.50 |
| EXTRA EUREKA BRISTOL | 75 | 85 | 95 | 1.10 | 1.18 | 1.30 | 1.50 | 1.80 | 2.00 | 2.25 | 2.60 | 3.15 | 3.30 | 4.50 | EXTRA EUREKA BRISTOL | 8.50 |
| DOUBLE EX. EUREKA BRISTOL | 85 | 95 | 1.10 | 1.25 | 1.35 | 1.50 | 1.75 | 2.10 | 2.35 | 2.50 | 2.95 | 3.60 | 3.85 | 5.25 | DOUBLE EX. EUREKA BRISTOL | 10.00 |
| EXTRA BLANKS | 85 | 95 | 1.05 | 1.25 | 1.35 | 1.45 | 1.65 | 2.05 | 2.25 | 2.45 | 2.90 | 3.45 | 3.70 | 5.00 | EXTRA BLANKS | 9.50 |
| SUPER EXTRA BLANKS | 95 | 1.10 | 1.30 | 1.40 | 1.50 | 1.70 | 1.95 | 2.40 | 2.60 | 2.75 | 3.25 | 4.00 | 4.25 | 6.25 | SUPER EXTRA BLANKS | 11.50 |
| EXTRA PORCELAIN | 90 | 1.05 | 1.20 | 1.35 | 1.45 | 1.65 | 1.80 | 2.30 | 2.55 | 2.70 | 3.20 | 3.90 | 4.15 | 6.00 | EXTRA PORCELAIN | 11.00 |
| SUPER WHITE SATIN ENAM.<br>SUPER TINTED SATIN ENAM. | 1.05 | 1.20 | 1.35 | 1.57 | 1.70 | 1.95 | 2.15 | 2.65 | 3.00 | 3.15 | 3.75 | 4.60 | 5.00 | 7.00 | SUPER WHITE SATIN ENAM<br>SUPER TINTED SATIN ENAM. | 12.50 |
| EXCELSIOR L. POST<br>SUPER BRISTOL | 1.00 | 1.15 | 1.35 | 1.50 | 1.62 | 1.85 | 2.00 | 2.50 | 2.80 | 3.00 | 3.50 | 4.35 | 4.60 | 6.50 | EXCELSIOR L POST<br>SUPER BRISTOL | 12.00 |
| EXCELSIOR H. POST<br>SUPER EXTRA BRISTOL | 1.10 | 1.25 | 1.50 | 1.70 | 1.85 | 2.00 | 2.30 | 2.85 | 3.15 | 3.35 | 3.90 | 4.90 | 5.25 | 7.50 | EXCELSIOR H POST<br>SUPER EXTRA BRISTOL | 13.50 |
| DOUBLE EXTRA BRISTOL | 1.50 | 1.75 | 2.10 | 2.25 | 2.50 | 2.75 | 3.25 | 3.50 | 4.00 | 4.20 | | | | | DOUBLE EXTRA BRISTOL | 16.00 |
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| DOUBLE EXTRA RAILROAD<br>COLORED AND WHITE | 1.55 | 1.85 | 2.15 | 2.35 | 2.60 | 2.85 | 3.40 | 4.00 | 4.50 | 4.85 | | | | | DOUBLE EXTRA RAILROAD<br>COLORED AND WHITE | 19.00 |
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| FRENCH ENAMELED<br>COLORED AND WHITE | 2.00 | 2.35 | 2.75 | 3.00 | 3.50 | 4.00 | | | | | | | | | FRENCH ENAMELED<br>COLORED AND WHITE | 20.00 |

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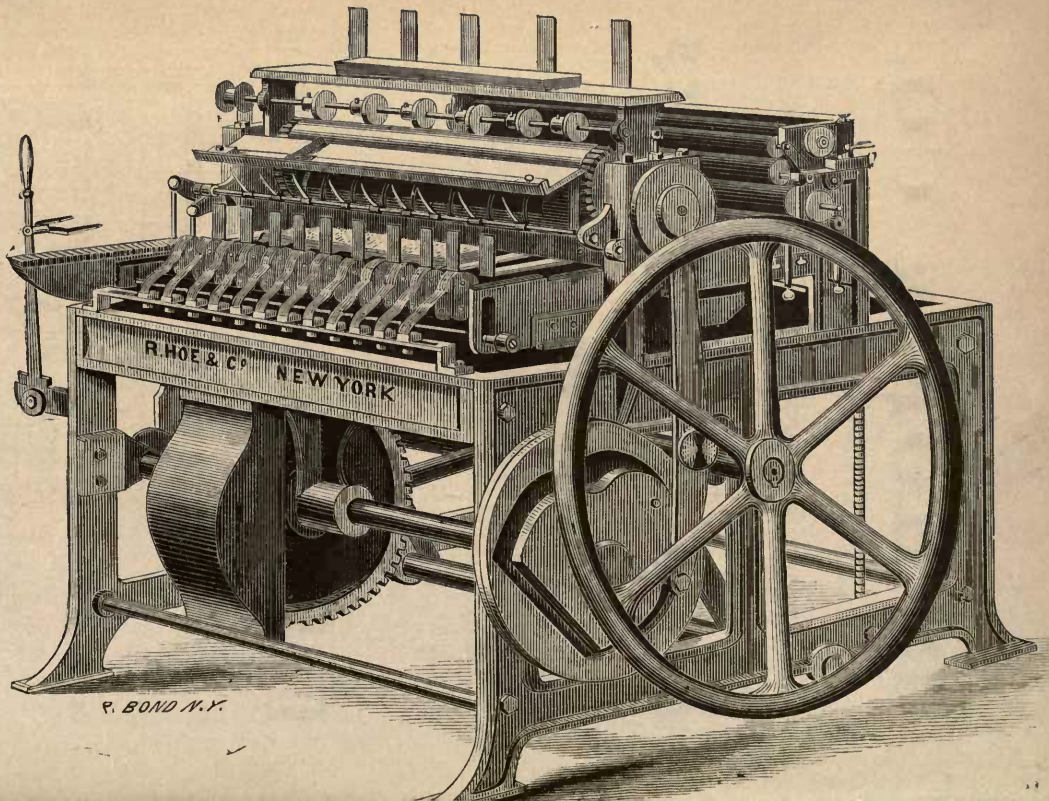
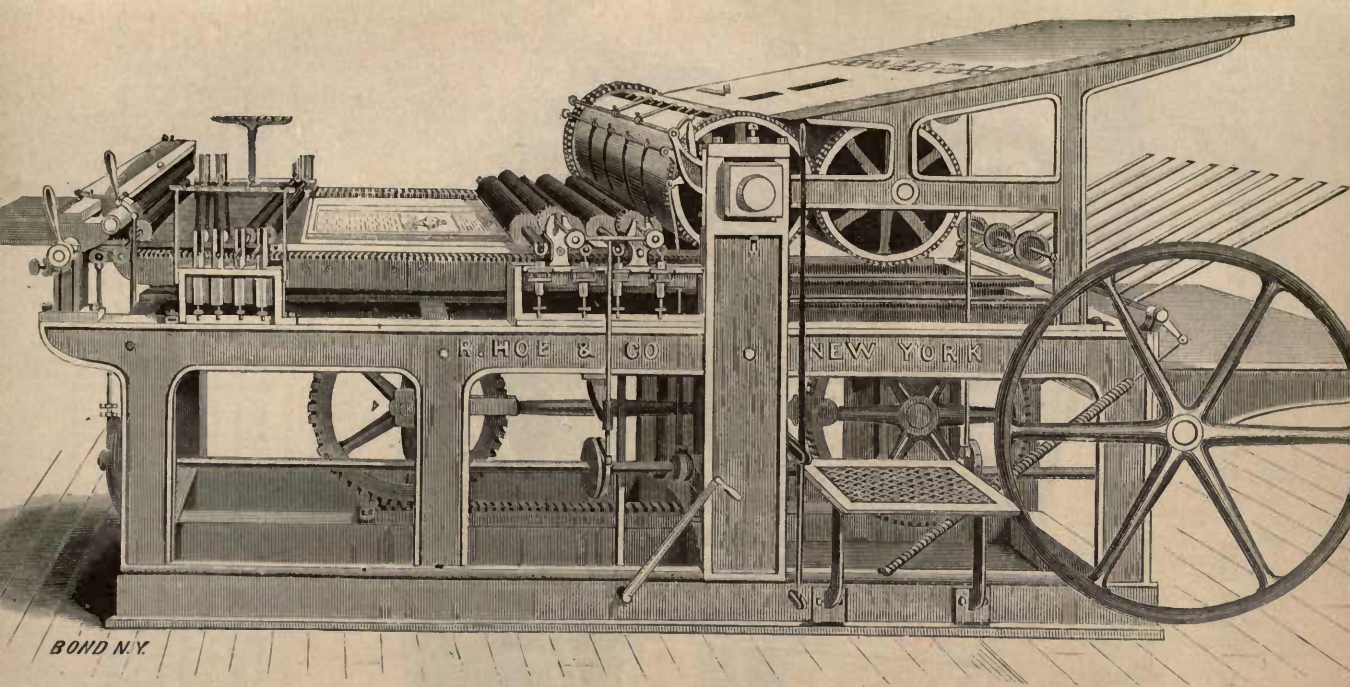
For Price, see page 438.



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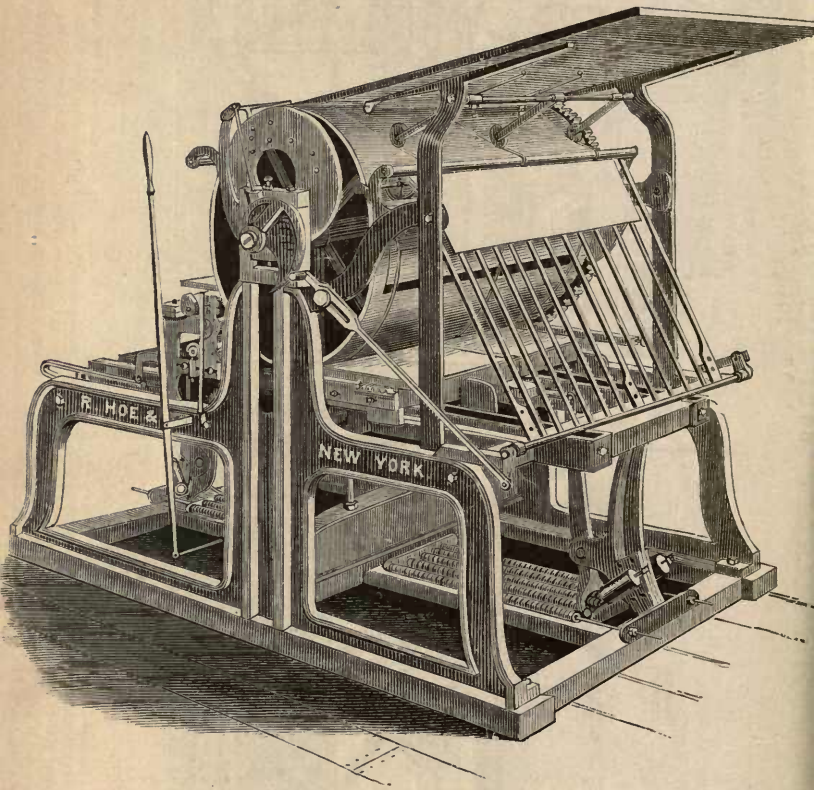


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*To the Newton Copper Type Co.:* 82 Beekman Street, New-York, May 28, 1864.

Gentlemen—We have *thoroughly* tested your improvement (having had it in use for more than eight years). We have found it to preserve the original sharpness and form of type remarkably, and for our purposes (stereotyping and electrotyping) we think the Coppered Type will do at least *three* times the work of the uncoppered. Yours truly, SMITH & McDOUGAL.

*To the Newton Copper Type Co.:* 377 Broadway, New-York, May 30, 1858.

Gentlemen—I have, during the last three years, had several fonts of type Copper-faced by you, and am well pleased with the result. I am satisfied that it adds greatly to the durability of the type, both for letter-press and stereotyping. For the last year and upwards I have had all my new fonts Coppered, and I intend to continue to do so with future purchases. JOHN F. TROW.

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